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SOUTHEND-ON-SEA BOROUGH COUNCIL

Cabinet

Date: Tuesday, 28th July, 2020
Time: 2.00 pm
Place: Virtual Meeting - MS Teams
Contact: Colin Gamble
Email: colingamble@southend.gov.uk

A G E N D A

- 1 **Apologies for Absence**
- 2 **Declarations of Interest**
- 3 **Minutes of the meeting held on Tuesday 25th February 2020**
- 4 **Minutes of the meeting held Tuesday 9th June 2020**
- 5 **Minutes of the meeting held Tuesday 16th June 2020**
- 6 **Minutes of the meeting held Tuesday 30th June 2020**
- **** **HERE AND NOW**
- 7 **Southend 2050 Update**
Report of Executive Director (Transformation) to follow
- 8 **Parking Policy Statement**
Report of Executive Director (Neighbourhoods and Environment) attached
- 9 **Highway Restructure Funding**
Report of Executive Director (Neighbourhoods and Environment) attached
- 10 **Southend Pass**
Report of Executive Director (Neighbourhoods and Environment) to follow
- 11 **Balmoral Estate**
Report of Deputy Chief Executive and Executive Director (Growth and Housing) attached
- 12 **Care Act Easement**
Report of Executive Director (Adults and Communities) to follow
- 13 **Corporate Risk**
Report of Executive Director (Finance and Resources) attached
- 14 **Notice of Motion: Footpath Cycling**
Report of Executive Director (Neighbourhoods and Environment) attached

- 15 Notice of Motion: No Overnight Camping in the Borough**
Report of Executive Director (Neighbourhoods and Environment) attached
- 16 Annual Safeguarding Report (Adults & Children)**
Report of Executive Directors (Adults and Communities/Children & Public Health) attached
- 17 Council Procedure Rule 46**
Report attached

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Tuesday, 25th February, 2020
Place: Committee Room 1 - Civic Suite

Present: Councillor I Gilbert (Chair)
Councillors R Woodley (Vice-Chair), T Harp, A Jones, C Mulroney,
K Robinson and M Terry

In Attendance: Councillors K Evans, N Folkard, D Garne, D Jarvis and D McGlone
A Griffin, J K Williams, A Lewis, J Chesterton, J Ruffle, C Gamble,
E Cooney, T Forster, P Geraghty, A Keating, B Martin, M Murphy and
A Richards

Start/End Time: 2.00 - 3.15 pm

854 Apologies for Absence

There were no apologies for absence.

855 Declarations of Interest

The following declarations were made at the meeting:

- (a) Councillor K Evans - Agenda Item No. 8 (Southend Crematorium Refurbishment) – Non-Pecuniary Interest: Occasional work undertaken for funeral director who uses the crematorium.
- (b) Councillor Gilbert – Agenda Item No. 5 (Southend Central Area Transport Scheme) – Non-Pecuniary Interest: Place of work is in the town centre.
- (c) Councillor Harp – Agenda Item No. 14 (Outcome Success Measures Report Quarter 3 2019/20) - Non-Pecuniary Interest: SAVS mentioned in report – wife is employed by SAVS.
- (d) Councillor Robinson – Agenda Item No. 14 (Outcome Success Measures Report Quarter 3 2019/20) – Non-Pecuniary Interest: Work for mental health trust which supplies services to CCG.

856 Fire Safety Update Report

The Cabinet considered a report of Deputy Chief Executive and Executive Director (Growth & Housing) setting out the progress in delivering the Council's Fire Safety Review (established following the Grenfell Tower fire on the 14th June 2017) and the Council's response to the Government Consultation 'Sprinklers and other Fire Safety Measures in New High-Rise Blocks of Flats'.

Resolved:

1. That the Council's response to the Government Consultation 'Sprinklers and other Fire Safety Measures in New High-Rise Blocks of Flats', be noted and endorsed.
2. That the work undertaken by the Council and South Essex Homes in respect to Fire Safety including the installation of a pilot 'annunciation system' in Longbow residential tower block, and the installation of photo-luminescent signage within high rise residential blocks, be endorsed.
3. That a further update be provided to Cabinet to autumn 2020.

Recommended:-

4. That the installation of a full sprinkler system in one high rise residential block as a pilot with a view to informing the development of a full programme of sprinkler installations across the high rise residential estate, be endorsed and that £400,000 be added to the HRA capital investment programme (to be funded from the HRA reserves) to fund the work.

Reasons for Decision

1. The Council has undertaken a fundamental review of its fire safety policies and procedures, reviewed its property stock, and put in place appropriate resources (financial and other) to ensure that it maintains its buildings in a safe condition whilst upgrading them where this is appropriate and practicable.
2. The Council has also recognised its 'community leadership' role in respect to fire safety and engaged with partners and the private sector to ensure residents, employees and visitors across the Borough are housed in, work in or visit safe premises.
3. The Council has considered the recommendations of the Independent Review of Building Regulations and Fire Safety and determined that it should take immediate steps to assess and enhance its duty holder requirements and to enhance opportunities for members of the public to raise concerns.

Other Options

1. To maintain all operational properties in their current condition with fire improvement works and, where practicable, to bring them up to the requirements of the latest Building Regulations when they next undergo major alterations and/or extension.
2. To maintain the current arrangements whereby individual building managers are identified as responsible for the buildings within which they operate.
3. To commit to the immediate adoption of all recommendations set out within the Independent Review of Building Regulations and Fire Safety.

Note: The decisions in 1-3 above constitute Executive Functions. The decision in 4 above constitutes a Council Function.

Cabinet members: Cllrs Gilbert and Terry

**857 Housing and Regeneration Pipeline, Including Acquisitions Programme
- Update**

The Cabinet considered a report of the Executive Director (Finance and Resources) and the Deputy Chief Executive and Executive Director (Housing and Growth) providing an update on the work underway on the pipeline of housing and development opportunities across the Borough. The report set out the proposed new arrangements for PSP Southend Limited Liability Partnership (the LLP), including the use of the PSP Housing Model to support housing delivery and support wider benefits.

Resolved:-

1. That the progress on the Acquisitions Programme for Council Housing as set out in sections 3.5 – 3.9 of the submitted report, be noted.
2. That the progress of the first phase of housing and development pipeline sites currently in delivery as set out in sections 3.10 – 3.13 of the report, be noted.
3. That it be noted that the new arrangements for the LLP have been settled and the legal work is being completed to establish the new arrangements pursuant to minute 324 of Cabinet 17 September 2019 and Policy and Resources Scrutiny Minute 404 on 10 October 2019.

Recommended:-

4. That the proposed new arrangements for the LLP including (i) to (viii) below, be approved:
 - (i) The updated aims and objectives for the LLP for 2020-2030 as set out in sections 3.13 to 3.34 of the report, including the housing model.
 - (ii) Establishing the new Procedure Agreement and Members Agreement between PSP Facilitating Limited (1), Southend on Sea Borough Council (2) and the LLP (3) and delegating authority to the Executive Director (Legal and Democratic Services) to finalise and complete the Agreement.
 - (iii) Delegate authority to the Chief Executive, including dealing with any future changes to such appointments, to:
 - a. Appoint the Council representatives to the LLP Partnership Board.
 - b. Appoint the members of the Partnership Board and the Partnership Executives.
 - (iv) Delegate authority to the Partnership Board, to:
 - a. Agree the re-branding of the LLP (creation of a new trading name),
 - b. The commitment (on behalf of the Council) to funds for feasibility and project delivery within budgets already approved for housing and development delivery,
 - c. Following a Cabinet decision to opt land in to the LLP for the delivery of agreed objectives, to progress the development of the land through the LLP in accordance with the objectives for that land subject to each project clearing the required financial and legal due diligence tests.

(v) Delegate authority to the Director of Property & Commercial to request that the LLP consider the initial feasibility of sites following their appraisal through the development pipeline process (noting that Cabinet approval will be required prior to any site being legally opted in to the LLP for delivery).

(vi) That any necessary amendments be made to the Constitution to reflect the recommendations in 4 above.

(vii) That it be noted that the matters identified in Appendix 1 to the report are matters which will be reserved for the Shareholder Board.

5. That, subject to Council approval, an initial budget of £5 million be identified in the Capital Programme for the delivery of housing through the LLP and authority be delegated to the Executive Director (Finance and Resources) to finalise the terms and make loans to the LLP within the allocated budget to enable delivery of development in accordance with the principles of the PSP Housing Model and subject to any schemes delivering an appropriate and sustainable return on investment.

Reasons for decisions:

1. To provide an update on the progress of the Pipeline of Housing & Development opportunities namely, Phases 3 & 4 HRA infill sites, acquisition programme and LLP developments.

2. To provide an update on the pipeline and regeneration framework.

3. To provide an update on progress in establishing the LLP for the next 10 year period and to enable the new LLP arrangements to be established to provide additional delivery capacity to help the Council meet housing delivery targets.

Other options:

As set out in the submitted report

Note: The decisions in 1-3 above constitute Executive Functions. The decisions in 4-5 above constitute Council Functions.

***Called-in to: Policy and Resources Scrutiny Committee**

Cabinet Members: Cllr Gilbert and Cllr Woodley

858 Southend Central Area Transport Scheme

The Cabinet considered a report of Executive Director for (Neighbourhoods and Environment) providing an update on the progress of the 'Southend Central Area Transport Scheme (S-CATS).

Resolved:-

1. That the proposed design options for Phase 3 London Road and Victoria Circus be endorsed and that either of the two options may be taken forward to construction.

2. That delegated authority be given to the Chief Executive and Executive Director (Neighbourhoods and the Environment), in consultation with the Leader of the Council, to agree the final detailed design option based upon the Option 1 preliminary design.

(This confirmation will allow the selected option to be taken forward to implementation with a programmed commencement in Spring 2020 as proposed with key stakeholders prior to the production of the report, together with the advertisement of any necessary Traffic Regulation Orders.)

Reasons for Decision

High quality public realm enhancements will create spaces within the Town Centre to attract more people to the area, encourage activities in the public spaces and revitalise the commercial areas.

Other Options

This scheme is a critical element of a wider improvement to support planned growth in the Southend Central Area.

Note: This is an Executive Function

***Called-in to Place Scrutiny Committee**

Cabinet Member: Cllr Woodley

859 Footway Resurfacing Policy Change

The Cabinet considered a report of Executive Director (Neighbourhoods and Environment) seeking approval to amend the policy regarding the materials used for resurfacing of the footpaths in the Borough.

Resolved:-

1. That the content of the submitted report, be noted.
2. That the officer recommendations for the change of material for the resurfacing of footpaths, be approved.
3. That the 2020/21 programme set out at appendix 1 to the report, be approved.

Reason for Decision

To address concerns about the existing approach for the resurfacing of footways.

Other Options

None

Note: This is an Executive Decision

***Called-in to: Place Scrutiny Committee**

Cabinet Member: Cllr Woodley

860 Skills Update Report

The Cabinet considered a report of the Deputy Chief Executive and Executive Director (Growth and Housing) providing an update on the skills development work being undertaken by the Council.

Resolved:-

That the progress of the skills development work and its contribution to the 2050 ambition and outcomes, be noted.

Reason for Decision

The skills support activity undertaken by the Council and partners makes a demonstrable impact and important contribution to the achievement of the Southend 2050 ambition and outcomes.

Other Options

1. To take no action at this point.
2. To reduce investment in this area of the Council's work.
3. To increase investment in the area of skills development.

Note: This is an Executive Function
Eligible for call-in to: People Scrutiny
Cabinet Member: Cllr Jones

861 Southend Crematorium Refurbishment

The Cabinet considered a report of the Deputy Chief Executive and Executive Director (Growth and Housing) highlighting the limited remaining operational lifespan of the cremators and associated equipment at Sutton Road Crematorium and the potential use of electric cremators along with the funding requirements for the refurbishment of the facility.

Resolved:-

1. That the provision of crematorium facilities within Southend-on-Sea, be continued.
2. That the problems with the existing facilities as set out in Appendix 1 to the submitted report, be noted.
3. That it be noted that without the replacement of the cremators and works to the building the provision of a crematorium service in the short to medium term will not be possible.
4. That the potential environmental benefits that the installation of electric cremators could bring and the additional capital expenditure that this would require (exact level of investment to be determined), be noted.

5. That the option of electric cremators and other options that would have environmental benefits be considered during the project development.

6. That the predicted cost to fund the replacement of the cremators, associated plant and building refurbishments as outlined in paragraph 6.3 of the submitted report, be noted.

7. That authority be delegated to the Executive Director of Neighbourhoods and Environment to carry out the refurbishment and replacement of the cremators.

Reasons for Decision

A comprehensive refurbishment of the crematorium facilities will ensure that Southend can continue to provide a high quality of service to people at a time that many find emotional and distressing.

Other Options

1. Decommission the crematorium and stop providing cremation services to residents and others.

2. Build a new crematorium and public facing facilities on the crematorium car park.

Note: This is an Executive Function

Eligible for call-in to: Place Scrutiny Committee

Cabinet Member: Cllr Mulronev

862 Conservation Area Appraisals - Consideration of Chelmsford Avenue Almshouses for Conservation Area Designation

The Cabinet considered a report of Deputy Chief Executive and Executive Director (Growth and Housing) setting out the initial work, and subsequent recommendations, undertaken by heritage consultants, Purcell, on behalf of the Council, to review the potential of Chelmsford Avenue Almshouses for Conservation Area status.

Resolved:-

That the initial report and accompanying plan (Appendix A and B to the submitted officer report) from Purcell, which sets out a potential area to consider for Conservation Area designation (Chelmsford Avenue Almshouses) be noted and that this report and the plan be subject to an initial stage of public consultation.

Reason for Decision

To facilitate public consultation on the initial report from independent heritage experts Purcell, and to seek the views of local residents on the proposal to consider Chelmsford Avenue Almshouses for designation as a Conservation Area.

Other Options

That the initial report from independent heritage experts Purcell is not publically consulted on, and further work into the potential for a Conservation Area designation at Chelmsford Avenue Almshouses is not progressed.

Note: This is an Executive Function
Eligible for Call in to: Place Scrutiny Committee
Cabinet Member: Cllr Mulroney

863 **Southend Adult Community College - Governance Arrangements**

The Cabinet considered a report of the Deputy Chief Executive and Executive Director (Growth and Housing) providing an update the governance arrangements in relation to Southend Adult Community College (“the College”) following the Council’s senior management restructure.

Resolved:-

1. That the updated Scheme of Delegation at Appendix 1 to the submitted report, be approved.

Recommended:

2. That the Cabinet Member with responsibility for learning be approved as the Council representative on the College’s Governing Body. ||

Reason for Decision

The College is part of the Council and the Scheme of Delegation sets out the governance relationship for the College in relation to the rest of the Council. An up-to-date Scheme of Delegation and representation on the Governing Body are good practice.

Other Options

There is an existing Scheme of Delegation (dated November 2018) which could be retained however this would not be up-to-date and an accurate reflection of the Council-College relationship.

Note: The decision in 1 above constitutes an Executive Function. The decision in 2 above constitutes a Council Function.

***Called-in to: People Scrutiny Committee**

Cabinet Member: Cllr Jones

864 **School Transport Policy**

The Cabinet considered a report of Executive Director for Children and Public Health proposing amendments to the existing Education Transport Policy to align it with both existing practice and Department for Education statutory guidance.

Resolved:-

1. That the proposed Home to School Transport policy wording (Appendix 1, to the submitted report), in order that the Local Authority are fulfilling their statutory duties to make such travel arrangements as they consider necessary to facilitate attendance at school for eligible children, be approved.
2. That the proposed Home to School Transport Appeals Process Flowchart (Appendix 2 to the report), such that the Local Authority's process is aligned with the Department for Education recommended model, be approved.

Reason for Decision

1. By incorporating the practice of providing travel assistance to children in to policy, the Local Authority are embedding the current practice in to policy. By not doing so, it leaves the Local Authority open to challenge as to the legality of their Education Transport Policy.
2. By adopting the proposed appeals process, the Local Authority will be compliant with Department for Education statutory guidance, specifically with regard to appellants having the option to appear in person at the Stage Two appeal.

Other Options

To continue the practice of regarding children receiving high rate DLA or enhanced rate PIP for mobility as being unable to walk to school without incorporating it in to policy. Alternatively, the Local Authority can use a different means of identifying such children – for example, by conducting (or commissioning the conducting of) individual assessments for each child at the time of application for travel assistance.

To continue with the current process of considering appeals for travel assistance, without adopting the format recommended by the Department for Education. Alternatively, a fresh process could be produced and implemented, again without adopting the recommended DfE format.

Note: This is an Executive Function
Eligible for call-in to: People Scrutiny Committee
Cabinet Member: Cllr Jones

865 Statement of Purpose - Fostering & Adoption Annual Report

The Cabinet considered a report of Executive Director for Children & Public Health on the updated Statements of Purpose for Adoption & Fostering in line with Standard 18.3 of the Adoption National Minimum Standards and Standard 16 of the Fostering National Minimum Standards.

Resolved:-

That the updated Statements of Purpose, as at Appendices 1 & 2 to the submitted report, be approved.

Reason for Decision

To update the Adoption and Fostering Statements of Purpose.

Other Options

None.

Note: This is an Executive Function

Eligible for call-in to: People Scrutiny Committee

Cabinet Member: Cllr Jones

866 Seaway Car Park

The Cabinet considered a report of Executive Director (Finance and Resources) presenting options for Cabinet to decide how it wishes to proceed in relation to the proposed development of the Seaway Car Park and associated land (“the development”) and the agreement for Lease and Sale dated 10th December 2014 made between the Council and Turnstone Southend Ltd (“Turnstone”) (and subsequently varied on 2nd May 2019 pursuant to Minute 605 of Cabinet held 17th January 2019, Minute 668 of Policy and Resources Scrutiny Committee held 30th January 2019 and Minute 734 of Full Council 21st February held 21st February 2019).

On consideration of the report, the Leader drew attention to an email he had received from Murray Foster, on behalf of Southend Business Partnership (and the businesses who are members), in support of the Seaway Development.

Resolved:

1. That option 2 set out in the submitted report be approved, namely the Council maintains its support for the Development and does not serve notice to terminate the Agreement at least until such time as the final decision has been made on the planning application 18/02302/BC4M.

Such support would be maintained on the basis of:

- The economic case including the significant job opportunities that the development will bring;
- The contribution to the Council’s published Ambition and Outcomes;
- The level of commitment made by the Council and Turnstone;
- The desire to maintain the currently committed tenants;
- The progress which has been made to date;
- The reduced risk of the Homes England funding claw back.

2. That while the planning appeal is running, negotiations be progressed with Turnstone about the possibility of a lease-wrapper/income strip lease model to accelerate delivery and provide additional rent for the Council through a different model and any other matters which would accelerate delivery.

Reasons for decisions:

To determine a way forward in relation to the proposed development of seaways car park and associated land.

Other options:

1. The Council does not serve notice to terminate and maintains its support for the Development but does not seek to secure any benefits by renegotiation. This option is not dealt with in detail because it does not do anything to help or accelerate delivery.

2. The Council serves notice to terminate (recommendation 2.2(a) of the report) and then separately enters into negotiations with Turnstone for alternative arrangements. This option is not dealt with in detail in the report because terminating the Agreement will put current sub-tenant commitments at risk and would only cause complications.

Note: This is an Executive Function

***called-in to: Policy & Resources Scrutiny Committee**

Cabinet Member: Cllr Woodley

867 Outcome Success Measures Report - Quarter 3 2019/20

The Cabinet considered a report of the Chief Executive reporting on the third period of the Southend 2050 Outcome Success Measures for 2019/20.

Resolved:-

That the Period 3 (October – December 2019) performance, be noted.

Reason for Decision

To drive the delivery of the Southend 2050 ambition through robust and strategic performance management arrangements.

Other Options

None

Note: This is an Executive Function

***Called-in to All Three Scrutiny Committees**

Cabinet Member: Cllr Gilbert

868 Treasury Management

The Cabinet considered a report of the Executive Director (Finance and Resources) on the treasury management activity for both quarter three and the period from April to December 2019.

Resolved:-

1. That the Quarter Three Treasury Management Report for 2019/20, be approved.
2. That it be noted that the treasury management activities were carried out in accordance with the CIPFA (The Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management in the Public Sector during the period from April to December 2019.
3. That it be noted that the loan and investment portfolios were actively managed to minimise cost and maximise interest earned, whilst maintaining a low level of risk.
4. That it be noted that £1.654m of interest was received during this nine month period. The total investment income earned including this interest during this nine month period was £1.456m (due to the decrease in value of the property funds), at an average rate of 1.56%. This is 0.99% over the average 7 day LIBID (London Interbank Bid Rate) and 0.81% over the average bank rate.
5. That it be noted that the level of borrowing from the Public Works Loan Board (PWLB) (excluding debt relating to services transferred from Essex County Council on 1st April 1998) increased from £267.8m to £310.3m (Housing Revenue Account (HRA): £75.0m, GF: £235.3m) during the period from April to December 2019.
6. That it be noted that the level of financing for 'invest to save' capital schemes decreased from £8.73m to £8.67m during the period from April to December 2019.

Reason for Decision

The CIPFA Code of Practice on Treasury Management recommends that Local Authorities should submit reports regularly. The Treasury Management Policy Statement for 2019/20 set out that reports would be submitted to Cabinet quarterly on the activities of the treasury management operation.

Other Options

There are many options available for the operation of the Treasury Management function, with varying degrees of risk associated with them. The Treasury Management Policy aims to effectively control risk to within a prudent level, whilst providing optimum performance consistent with that level of risk.

Note: This is an Executive Function

Eligible for call-in to: Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Woodley

869 Annual Education Report

The Cabinet considered a report of Executive Director (Children and Public Health) presenting the Annual Education Report (AER) 2018/19.

Resolved:

1. That the new digital format for the AER, be approved.

2. That the Annual Education Report, recognising the very positive outcomes for learners across all Key Stages, be approved.

3. That the AER in future years forms part of the normal annual reporting framework.

Reason for Decision

Irrespective of the format of the report, recognition of the very strong performance of Southend Schools should be celebrated. It is hoped that the new AER will allow more people to access their achievements.

Other Options

None.

Note: This is an Executive Function

***Called-in to: People Scrutiny Committee**

Cabinet Member: Cllr Jones

870 Minutes of the meeting of Transport, Capital, Inward Investment Working Party held on 21st November 2019

The Cabinet considered the minutes of the Transport, Capital and Inward Investment Working Party held on 21st November 2019.

Resolved:

That the minutes of the Transport, Capital and Inward Investment Working Party held on 21st November 2019, be noted.

Note: This is an Executive Function

Eligible for call-in to: Place Scrutiny Committee

Cabinet Member: Cllr Woodley

871 Council Procedure Rule 46

Resolved:

That the submitted report be noted.

Note: This is an Executive Function

Eligible for call-in to: Place Scrutiny Committees

Cabinet Member: Cllr Woodley

Chair: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Tuesday, 9th June, 2020
Place: Virtual Meeting - MS Teams

Present: Councillor I Gilbert (Chair)
Councillors R Woodley (Vice-Chair), T Harp, A Jones, C Mulroney,
K Robinson and M Terry

In Attendance: A Griffin, A Lewis, T Forster, L Read, M Marks, J Williams,
J Chesterton, J Ruffle, S Meah-Sims, T MacGregor, A Keating and
C Gamble.

Start/End Time: 2.00 pm/3.05 pm

22 Apologies for Absence

There were no apologies for absence at this meeting.

23 Declarations of Interest

The following Councillors declared interests as indicated:

(a) Cllr Gilbert – Minute 24 (Council's response to COVID-19) – Council representative on the Board of Southend Association of Voluntary Services (SAVS) – non-pecuniary interest;

(b) Cllr Harp – Minute 24 – (Council's response to COVID-19 – Volunteer for SAVS and wife employed by that organisation – non-pecuniary interest and Minutes 26 and 28 (Urgent item of business - SO46 report) – Season ticket holder of Southend United Football Club – interest;

(c) Cllr A Jones – Minute 26 (Urgent Item of business – SO46 report) – Council's representative on governing body of Southend Adult Community College – non-pecuniary interest;

(d) Cllr Mulroney – Minute 25 – (Initial Local Financial Assessment of COVID-19) – Chair of Trustees of Leigh Heritage Centre (grant application made by treasurer) – non-pecuniary interest;

(e) Cllr Terry – Minute 24 – (Council's response to COVID-19) – Lives in the Seafront area – non-pecuniary interest and Minutes 26 and 28 (Urgent item of business – SO46 report) – Season ticket holder of Southend United Football Club – interest; and

(f) Cllr Woodley – Minutes 26 and 28 (Urgent item of business – SO46 report)- Wife is a season ticket holder of Southend United Football Club – interest.

24 The Council's Response to COVID-19

The Cabinet considered a report of the Chief Executive setting out the action taken by the Council in response to the Covid-19 pandemic and its approach to restore and/or adapt services and further assist residents, local businesses, staff

and the Borough in general. The report highlighted how the Council would use and review the Southend 2050 programme to drive recovery and build on some aspects of the pandemic response that had been positive, including community mobilisation, adaptation of services and more effective remote working.

The report also put forward recommendations to address the emerging arrangements for local outbreak planning and the crucial role of the Council in supporting the NHS test, trace and isolate programme.

Councillors received an updated version of the report which had been circulated before the meeting.

On behalf of members of the Cabinet, the Leader thanked Council staff for their hard work in responding to the issues arising from the pandemic and for their contribution towards delivering services in difficult circumstances. He also extended his thanks to the NHS staff and other key workers for their sterling work.

Resolved:

1. That the action taken to date in response to the Covid-19 crisis, be noted.
2. That, in the light of the impact of Covid-19, the proposed approach to recovery, including the use of the Southend 2050 programme to drive the Borough and Council's recovery phase and in that context undertake a review of the Southend 2050 outcomes and roadmap content, be approved
3. That the residents, staff, businesses and partners be thanked for all their efforts to date in responding to the pandemic.
4. That the governance arrangements for overseeing preparations for a local outbreak of Covid-19 and the production and implementation of a Local Outbreak Control Plan be put in place, as outlined in paragraph 4.15.5 of the submitted report. This will see the establishment of an Outbreak Control Oversight Board and a Local Health Protection Board as sub-groups of the Health and Wellbeing Board.
5. That it be noted that the executive decisions, that would otherwise go to Cabinet, relating to the arrangements for local outbreak planning, the Council's role in supporting the NHS test, trace and isolate programme and associated matters, will be dealt with under the Council's SO 46 procedure, with additional consultation with the 4 Group Leaders in the case of strategic matters.

Other Options

The Council could choose not to outline its response to Covid-19 or agree not to set out its path to recovery or review its current ambition and desired outcomes. This would mean failing to set out and recognise the huge impact the crisis has had on the Borough, its people and the Council and the Council's approach to recovery. A review of the current 2050 ambition and outcomes would most likely be required in any case, given they were agreed in 2018.

Reasons for Recommendations

To ensure the Council has an opportunity to review action taken to date to tackle the Covid-19 crisis and to consider the appropriate approach to be taken to enable the Borough and Council to recover.

Note: This is an Executive function

Referred direct to all three Scrutiny Committees

Cabinet Member: Cllr Gilbert

25 Initial Local Financial Assessment of COVID-19

The Cabinet considered a report from the Executive Director (Finance and Resources) providing a high-level initial assessment of the local financial impact of Covid- 19 together with the Council's initial response to managing the scale of the financial challenge over the short and medium term.

Resolved:

1. That the Council's initial assessment of the local financial impact of the unprecedented challenges that has been caused by the pandemic, be noted.
2. That the proposed tactical and strategic response to managing the financial challenges, be noted.
3. That regular reports be presented to future Cabinet meetings, which will provide updated assessments on the Council's financial position and outline any changes to the Council's strategy and range of assumptions.

Other options:

None

Reasons for recommendations

To provide an assessment of the financial implications associated with the Council's response to Covid-19

Note: This is an Executive Function

Referred direct to all three Scrutiny Committees

Cabinet Member: Cllr Gilbert

26 Urgent Item of Business - SO46 Report

The Chair agreed to take the SO46 report, as an urgent item of business, on the basis of its relevance to the report on the Council's response to COVID-19.

Resolved:

That the report be noted.

Note: This is an Executive Function
Referred direct to all three Scrutiny Committees
Cabinet Member: as appropriate to the item

27 Exclusion of the Public

Resolved:-

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the item of business set out below, on the grounds that it would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

28 SO46 Report Confidential Sheet

Resolved:

That the report be noted.

Note: This is an Executive Function
Referred direct to all three Scrutiny Committees
Cabinet Member: As appropriate to the item

Chair: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Tuesday, 16th June, 2020
Place: Virtual Meeting - MS Teams

Present: Councillor I Gilbert (Chair)
Councillors R Woodley (Vice-Chair), T Harp, A Jones, C Mulroney,
K Robinson and M Terry

In Attendance: Councillor P Collins
A Griffin, T Forster, M Marks, L Reed, J Williams, A Lewis,
J Chesterton, J Ruffle, C Gamble, E Georgeou, P Geraghty, S Baker,
S Dolling, A Keating, S Newman, N Spencer and C Thomas.

Start/End Time: 2.00 - 3.30 pm

65 Apologies for Absence

There were no apologies for absence at this meeting.

66 Declarations of Interest

The following interests were declared:

(a) Cllr Gilbert – Agenda item 6 (Southend Statement of Community Involvement) – non-pecuniary interest: Council representative on the Board of Southend Association of Voluntary Services (SAVS);

(b) Cllr Harp — Agenda item 6 (Southend Statement of Community Involvement) - non-pecuniary interest: Volunteer for SAVS and wife employed by that organisation.

67 Parking Review

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment):

- a) Providing an update on progress made against the Cabinet Report of 5 November 2019;
- b) Exploring the risks and opportunities from the COVID-19 emergency;
- c) Seeking approval for a new Parking Review 2020 Project Plan; and
- d) Providing an update on the introduction of the Key worker permit (temporary)

Resolved:

1. That the updates be noted and the revised Parking Review Project Plan as set out in the submitted report, be approved.

2. That the efforts to expand the function of the Traffic and Parking Working Party to act as a monitoring and advisory panel for the Project Management Team, be supported.

Other Options

To revise the programme or scope, or abandon elements.

Reasons for Recommendations

The revised project plan has been developed to ensure it is deliverable with the ongoing uncertainties. The revised project plan also ensures proposals and decisions are supported by robust strategic direction linked to corporate objectives and aspirations, with input from the elected representatives, public and key worker consultations where appropriate.

Note: This is an Executive Function

***Called-in to: Place Scrutiny Committee**

Cabinet Member: Cllr Woodley

68 **Protection of Public Open Space**

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) informing councillors of the increasing pressure on existing public open spaces and the increasing number of requests being received from sports clubs and other organisations to lease public open space and to limit, restrict or reduce public availability. The report proposed to establish clear and consistent guidance which could be applied by officers in dealing with requests for the disposal of public open spaces.

Resolved:

1. That the general presumption against the disposal of public open space in Southend-on-Sea and the ongoing protection of these areas, be continued.
2. That the existing agreements relating to areas of public open space or buildings within them continue during their term and on renewal or re-letting/procurement can be agreed when applicable.
3. That requests for the Council to dispose (by any means) of areas of open space to enable their enclosure (or any other restrictions on public use) by sports clubs or other organisations and the exclusion of the public from enjoying those spaces are not considered to ensure that free public access to open space is maintained. Whilst exceptions are not expected, should they arise, such exceptions will be a matter for Cabinet to decide upon.
4. That it be noted that from time to time, the granting of easements and wayleaves for services or highway widening or realignment may be required. In these situations, the preferred position is that public access is maintained or replacement land is sought.
5. That in a situation where an area of open space has been identified as a location which could enable the delivery of a key Council outcome, and the

Council has determined that the area has no or minimal recognised benefit to the public, or a replacement space of the same or enhanced value can be provided, the disposal will be considered to enable the Council to deliver its outcomes.

Other Options

As set out in the submitted report

Reasons for Recommendations

Maintaining the current availability of publicly accessible green space has a long-term benefit to the health and wellbeing of residents. The available green space within the Borough is limited, and any loss is unlikely to be replaceable.

Greenspace has benefits to the local environment and is a benefit to the Council's commitment to reducing its impact on the environment and tackling the local effects of climate change.

Note: This is an Executive Function

***Called-in to: Place Scrutiny Committee**

Cabinet Member: Cllr Mulroney

69 **The Beecroft Trust**

The Cabinet considered a report of the Executive Director (Adults and Communities) proposing improved governance arrangements and decision making for the Beecroft Trust ("the Trust").

Recommended:

1. That the Council's General Purposes Committee act on behalf of the Trust and make recommendations for Full Council to consider.
2. That independent advice be provided to the Beecroft Trustee ("Trustee") through the General Purposes Committee to fulfil its objectives in the best interest of the Trust.
3. That specific independent advice be sought and provided on the Beecroft Art Gallery site at Station Road, Westcliff ("the Former Gallery").

Other Options

1. The Trustee can consider whether the Trust can be wound up. This is not recommended as it is extremely unlikely to be in the Trust's best interests.
2. The Trustee could continue the status quo. This is not recommended as the Former Gallery is subject to further deterioration and diminution and this is unlikely to be in the Trust's best interest.

Reasons for Recommendations

To progress improved governance arrangements

Note: This is a Council Function

***Called-in to: Place Scrutiny Committee**

Cabinet Member: Cllr Robinson

70 Southend Statement of Community Involvement

The Cabinet considered a report of the Deputy Chief Executive and Executive Director (Growth and Housing) concerning the adoption of the Southend Statement of Community Involvement (SCI) 2020 and the SCI Addendum in connection with the South Essex Plan..

Recommended:

1. That the Southend Statement of Community Involvement (Appendix 1 to the submitted report) and Statement of Community Involvement Addendum for the South Essex Plan (Appendix 2 to the report), be adopted.
2. That the consultation responses to the Southend Statement of Community Involvement and responses received on the Statement of Community Involvement Addendum for the Southend South Essex Plan, be noted.
3. That delegated authority be granted to the Deputy Chief Executive and Executive Director (Growth & Housing) and the Cabinet Member for Environment and Planning (or equivalent role should this title change) to make any appropriate amendments to the Statement of Community Involvement and Addendum.

Other Options

Not to update to SCI or Addendum - this is not seen as a credible option as Development Plan Document preparation must be consistent with national legislation and be in compliance with the SCI and it is seen as good practice to update SCI's periodically. The revised SCI and Addendum ensures that the Council's approach to consulting the public and other stakeholders on planning matters remains up-to-date.

Reason for Recommendation

The SCI has been produced to ensure the Council's approach to community involvement within planning reflects national legislation and continues to be up-to-date. The SCI Addendum will ensure a consistent basis for conducting consultation on the emerging SEP across South Essex authorities.

Note: This is a Council Function

Eligible for call-in to: Place Scrutiny Committee

Cabinet Member: Cllr Mulronee

71 Annual Procurement Plan 2020/21

The Cabinet considered a report of the Executive Director (Finance and Resources) presenting the annual procurement plan for 2020/21 in terms of those procurements with a contract value in excess of £1m which require Cabinet approval prior to commencement.

Resolved:

1. That those procurements provided in the submitted appendix for 2020/21, be approved (£1m+ contract value).
2. That the full procurement plan for 2020/21 (contracts with a value of £25k and above), be noted.
3. That it be noted that those capital projects already approved as part of the capital programme (with a value of over £25k) will also form part of the procurement plan for 2020/21, be noted.
4. That the development and contents of the corporate contracts register, be noted.
5. That the development and contents of the 3 year procurement pipeline plan (2020-23), be noted.

Other Options

Annual approval of the Council's procurement plan is required under the constitution.

Reasons for Recommendation

Councillors are aware of the development of the comprehensive contracts register and 3 year procurement pipeline plan, and the benefits this will provide in terms of the Council's commissioning plans, financial planning as well as future planning for suppliers and local businesses

Note: This is an Executive Function

Eligible for call-in to: Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Woodley

72 The Official Feed and Food Control Service Plan

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) presenting the Official Feed and Food Control Service Plan 2020-21 as required by the Food Standards Agency (FSA).

Recommended:

That the Official Feed and Food Control Service Plan 2020-21 set out in Appendix 1 to the submitted report, be approved. ||

Other Options

The Food Standards Agency Framework Agreement sets out the statutory duty for Southend-on-Sea Borough Council in developing the Service Plan.

Reasons for Recommendation

To comply with the Food Standards Agency Framework Agreement.

Note: This is a Council Function

73 Resourcing Better Outcomes -Outturn 2019/20

The Cabinet considered a report of the Executive Director (Finance and Resources) presenting the revenue outturn for 2019/20.

On consideration of the report, the Cabinet noted the amendments to the funding allocations for two of the neighbourhood projects (Appendix 3 to the submitted report), namely the resurfacing of Shoebury high street (£8,418.39) and Mendip Wildlife Garden (£2,000)

Recommended:

1. That the final 2019/20 revenue outturn position for both the General Fund and Housing Revenue Account (HRA) of the submitted report, be noted.
2. That the appropriation of revenue funds to and (from) earmarked reserves, as set out in sections 4.7 to 4.11 (General Fund) and section 5.7 (HRA) of the report, be approved.
3. That the potential revenue impact of the 2019/20 outturn on the 2020/21 General Fund budget and Medium Term Financial Strategy, be noted
4. That it be noted that the expenditure on the capital investment programme for 2019/20 totalled £59.451m against a revised budget of £70.957m.
5. That the relevant budget carry forwards and accelerated delivery requests totalling a net £11.552m moving into 2020/21 and future years, as set out in Appendix 1 to the report, be approved.
6. That it be noted that the virements, reprofiles, amendments and new external funding for schemes, as detailed in Appendix 1 to the report will result in an amended Capital Investment Programme of £222.077m for the period 2020/21 to 2024/25, as detailed in Appendix 2 to the report.
7. That the new capital schemes in the programme as set out at paragraphs 6.32 to 6.37 of the submitted report, be approved. This will result in an overall Capital Investment Programme of £223.857m.
8. That the content of the Community Infrastructure Levy (CIL) Annual Financial Report 2019/20 be noted and that Main Fund receipts from 2019/20 and previous financial years be carried forward until the CIL Governance Framework and spending plans are reviewed later this year.
9. That authority be delegated to the Director of Planning and Transport (in consultation with Ward Members and the Cabinet Member for Environment and Planning) to agree how the Ward Neighbourhood Allocations received up until 31 March 2020 (excluding allocation to Leigh Town Council) are to be spent.

Other Options

None.

Reasons for Recommendations

To provide Cabinet with the final revenue and capital outturn position for 2019/20 and as part of the year end processes, to approve appropriations to and from earmarked reserves and to approve capital budget carry forwards, accelerated delivery requests and in year amendments to the current approved programme.

Note: This is a Council Function

Eligible for call-in to: All three scrutiny committees

Cabinet Members: Cllr Gilbert and Cllr Woodley

74 Outcomes Success Measures Report - January to March 2020 and Annual Place Based Report

The Cabinet considered a report of the Chief Executive presenting the achievements towards the Southend 2050 Ambition through the periodic Outcome Success Measures report (OSMR) alongside the Annual Place-based Report.

Resolved:

1. That the OSMR for Period 4, January-March 2020, be noted.
2. That the Annual Place Based Report, be noted.
3. That the reporting schedule for outcome success measures and progress on roadmap milestones and joint administration priorities for 2020/21, be approved.

Other options:

None

Reasons for Recommendation

To drive the delivery of the Southend 2050 ambition through robust and strategic performance management arrangements.

Note: This is an Executive Function

Eligible for call-in to: All three Scrutiny Committees

Cabinet Member: Cllr Gilbert

75 Annual Treasury Management Report

The Cabinet considered a report of the Executive Director (Finance and Resources) presenting the Annual Treasury Management Report covering the treasury activity for the period from April 2019 to March 2020 and reviews performance against the Prudential Indicators for 2019/20.

Resolved:

1. That the Annual Treasury Management Report for 2019/20 and the outturn Prudential Indicators for 2019/20, be approved.
2. That it be noted that the financing of 2019/20 capital expenditure of £59.451m has been funded in accordance with the schedule set out in Table 1 of section 4 of the submitted report.
3. That it be noted that the Capital Financing and Treasury Management were carried out in accordance with statutory requirements, good practice and in compliance with the CIPFA (The Chartered Institute of Public Finance and Accountancy) Prudential Code during 2019/20.
4. That it be noted that the loan and investment portfolios were actively managed to minimise cost and maximise interest earned, whilst maintaining a low level of risk.
5. That it be noted that £2.174m of interest and income distributions were received during 2019/20. The total investment income (including the movement on the unit price of externally managed funds) was £0.882m, giving a combined return of 0.70%. This is 0.16% over the average 7 day LIBID rate (London Interbank Bid Rate) and 0.02% under the average bank base rate as set out in Section 7 of the report.
6. That it be noted that the level of borrowing from the Public Works Loan Board (PWLB) (excluding debt relating to services transferred from Essex County Council on 1st April 1998) increased from £267.8m to £310.3m (Housing Revenue Account (HRA): £75.0m, General Fund (GF): £235.3m) by the end of 2019/20.
7. That it be noted that the level of financing for 'invest to save' schemes decreased from £8.73m to £8.64m by the end of 2019/20.

Other Options

There are many options available for the operation of the Treasury Management function, with varying degrees of risk associated with them. The Treasury Management Policy aims to effectively control risk to within a prudent level, whilst providing optimum performance consistent with that level of risk.

Reasons for Recommendations

The CIPFA Code of Practice on Treasury Management recommends that Local Authorities should submit reports regularly. The Treasury Management Policy Statement for 2019/20 sets out that reports would be submitted to Cabinet quarterly on the activities of the treasury management operation.

Note: This is an Executive Function

Eligible for call-in to: Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Woodley

76 Corporate Debt Report

The Cabinet considered a report of the Executive Director (Finance and Resources) that outlined the current position of outstanding debt to the Council, as at 31st March 2020 and debts that have been written off, or are recommended for write off, in the current financial year as at 31st March 2020.

Resolved:

1. That the current outstanding debt position as at 31st March 2020 and the position of debts written off to 31st March 2020 as set out in Appendices A and B to the submitted report, be noted.
2. That it be noted that no write offs greater than £25,000 are requested, as shown in Appendix B to the report.

Other Options

None

Reasons for Recommendations

All reasonable steps to recover the debt have been taken, and therefore where write off is recommended it is the only course of action that is left available. If the Council wishes to pursue debts for bankruptcy proceeding, it will follow the agreed and published recovery policy that covers this.

Note: This is an Executive Function

Eligible for call-in to: Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Gilbert

77 Urgent item of business - Temporary Key Worker Permit

The Chair agreed to take this matter as an urgent item of business to enable the continuation of the key worker permit.

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) seeking approval for the continuation of the key worker permit until 18 August 2020 (or until the Government guidelines change).

Resolved:

That the action taken to date and the continuation of the key worker permit to 18 August 2020 (or when the Government guidelines change) for NHS workers, care workers and volunteers working on the response to the Covid-19 pandemic in line with the national guidance (issued 3 April 2020), be approved.

Other Options

None

Reasons for Recommendation:

To continue with the key worker permit using the 3 April guidelines. The Council will be able to ensure that essential workers are supported through this unprecedented time.

Note: This is an Executive Function
Referred direct to: Place Scrutiny Committee
Cabinet Member: Cllr Woodley

78 Urgent item of business - Emergency Active Travel Fund

The Chair agreed to take this matter as an urgent item of business to enable the highway works to be progressed without delay.

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) seeking agreement for the construction of temporary interventions to create an environment that is safe for walking and cycling during the Covid-19 pandemic and the period directly after. The report also included details of the funding arrangements associated with the highway works.

Resolved:

1. That the bid submitted to DfT on 5 June 2020, for £309k for tranche 1 funding from the Emergency Active Travel Fund, be endorsed.
2. That authority be delegated to the Executive Director (Neighbourhoods and Environment) to make a further bid to the Department for Transport of £1.236 million for Tranche 2 funding from the Emergency Active Travel Fund.
3. That authority be delegated to the Executive Director (Neighbourhoods and Environment), in consultation with the Deputy Leader of the Council, to agree the final detailed design options based upon the principle in the DfT's guidance for temporary road space reallocation, in consultation with ward councillors for both tranche 1 and tranche 2 funding.

Other options:

None

Reasons for Recommendations

To provide funding for the temporary interventions that further encourage the increased walking and cycling activity in the Borough.

Note: This is an Executive function
Referred direct to: Place Scrutiny Committee
Cabinet Member: Cllr Woodley

79 SO46 Report

This matter was withdrawn as it had been dealt with at the Special Cabinet meeting held on 9th June 2020 and referred direct to the Special meetings of the three Scrutiny Committees.

80 SO46 Report Confidential Sheet

This matter was withdrawn as it had been dealt with at the Special Cabinet meeting held on 9th June 2020 and referred direct to the Special meetings of the three Scrutiny Committees.

Chair: _____

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Public Document Pack

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Tuesday, 30th June, 2020
Place: Virtual Meeting - MS Teams

Present: Councillor I Gilbert (Chair)
Councillors R Woodley (Vice-Chair), T Harp, A Jones, C Mulroney,
K Robinson and M Terry

In Attendance: Councillors Borton, Chalk, and K Evans
A Griffin, A Lewis, T Forster, L Read, M Marks, J Williams, J
Chesterton, J Ruffle, E Cooney, A Grant, G Gilbert, A Keating C
Gamble

Start/End Time: 2.00 - 2.30 pm

102 Apologies for Absence

There were no apologies for absence at this meeting.

103 Declarations of Interest

The following declarations of interest were made as indicated:

- a) Cllr Harp – Minute 104 (Better Queensway Regeneration Project) – Volunteer with Turning Tides youth clubs in the area;
- b) A Lewis – Minute 104 (Better Queensway Regeneration Project) – Council representative on the LLP Board.

104 Better Queensway Regeneration Project - Progress Update and Consideration of the Final Proposals

The Cabinet considered a report of the Director of Regeneration and Growth providing an update following the consideration of a report to the Shareholder Board on the 25th June 2020. The Shareholder Board Report specifically considered the submission of the 'final proposals' alongside the progress being made in respect of additional affordable housing.

Resolved:

1. That the progress made in relation to the Better Queensway project by Porters Place Southend-on-Sea LLP (the "JV"), as set out in section 4 of the Shareholder Board Report, be noted.
2. That the information provided by the JV, as set out in section 5 and Appendices 1 - 3 of the Shareholder Board report, be approved as the 'final proposals' (as provided in the Initial Business Plan agreed in November 2019 "the Business Plan") prior to submission of the first planning application for the Better Queensway project;

3. That authority be delegated to the Director of Regeneration and Growth in consultation with the Leader to agree any non-material changes to the 'final proposals' whereupon any such matters shall be noted for information and reported to the following Shareholder Board.

4. That authority be delegated to the Director of Regeneration and Growth, in consultation with the Leader, to review and assess any further documents that are submitted to the Council by the JV to consider as part of the final proposals process, and to sign off any of these that do not have a material impact on the final proposals appended to the report;

5. That where information in the final proposals is updated from that in the Business Plan, this updated information will supersede the relevant information in the Business Plan and be adopted as a revision to the Business Plan from the date of approval of the submitted report.

6. That authority be delegated to the Executive Director (Finance & Resources) to:

a) Complete the Memorandum of Understanding to be made between the Council, the JV and Swan Housing Association that will document the JV's commitment to offer the Council a minimum of 100 additional affordable homes for social rent;

b) finalise negotiations and settle the terms of a formal legally binding agreement (the "Agreement") to capture the principles as set out in the Memorandum of Understanding; and

c) subject to approval of the Agreement by the Council, the JV and Swan Housing Association, to bring a report to the next available Cabinet to approve the completion and entering into of the Agreement.

Other Options

1. Not approving the final proposals would mean that the planning application could not be submitted in July. This would have a negative impact on the expedient delivery of the Project and will add to the whole cost of delivery of the Project that could impact upon any final profit share by the Council and Swan at the end of the Project that the Council would use to reinvest in social housing.

2. Not approving the final proposals could also jeopardise the £15m HIF funding from Homes England which has a deadline for spend in 2023. Therefore delays resulting from not approving the final proposals could result in non-expenditure by the deadline and therefore a gap in project funding.

3. There is also a risk to the goodwill that has been established between the parties if the final proposals having been approved by the JV Board and recommended for approval were not approved by the Council. The final proposals that are subject of this report are a second iteration following the Council not being satisfied with the first set and as advised in this report the current final proposals are a significant improvement. Further delay would negatively impact on the relationship between the parties.

4. While a significant amount of design work and options have been developed in relation to the highway, only the highways design which brings the road up to being level with the surrounding land i.e. at grade (and the underpass filled in) has been assessed as a financially viable option in the bid and ensuing design work. Other options also do not generate the regeneration uplift through the value of place making and therefore the overall Project would potentially not reach the necessary values to make it viable. Nor is it considered that they would achieve the place-making and other non-financial benefits such as reduced severance and improved physical environment.

5. An alternative option could be to cease progression of the work towards the agreement in principle regarding the additional affordable rented homes, thereby retaining the figure at 512. This would have a positive impact for the Council in relation to the Project as it would not have to meet the gap funding however it would not meet the requirement of the Project to maximise affordable homes nor would it remove the need for the Council to deliver more affordable homes in the Borough and further would not support the additional commitments as agreed at Full Council (Minute 737).

Reasons for Recommendations

To progress the Better Queensway Scheme

Note: This is an Executive Function

Referred direct to Place Scrutiny Committee

Cabinet Member: Cllr Gilbert

105 COVID-19 - Parking Recovery Proposals

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) setting out how Parking Services could support the Council's intentions to lead and support its communities and businesses through the Covid-19 crisis and help them towards a sustainable recovery.

Resolved:

1. That the proposed temporary parking concession approach by which the Council will lead and support its communities and businesses as set out in option 2 of the submitted report, noting the relevant financial impact and proposed funding of the option, be approved.

2. That the continuation of the additional 5 Civil Enforcement Officers at an additional monthly cost of £16K up to a maximum of six months (£96K) to support the increased parking pressures being identified as more vehicles are moving around the Borough, which would be self-funded, be approved. The increase of officers will support enforcement in Controlled Parking Zones where complaints are being received due to parking of vehicles without permits.

3. That authority be delegated to the Executive Director (Neighbourhoods and Environment), in consultation with the Cabinet Member for Transport, Capital & Inward Investment, to remove the schemes as and when the support for extended parking and reduced hours of enforcement are no longer required.

Options

As set out in the submitted report.

Reasons for Recommendations

To support the rejuvenation of the town centre.

Note: This is an Executive Function
Referred direct to Place Scrutiny Committee
Cabinet Member: Cllr Woodley

106 The Forum 2

This matter was withdrawn and would be considered at the next meeting of the Cabinet.

Chair: _____

Southend-on-Sea Borough Council

Report of Executive Director Neighbourhoods and Environment

To

Cabinet

On

28th July 2020

Report prepared by: Sharon Harrington, Head of Traffic Management & Highways Network

Agenda
Item No.

Parking Review 2020 - Project 2 Traffic & Parking Policy Statement

Relevant Scrutiny Committee

Place Scrutiny Committee

Cabinet Member: Councillor Ron Woodley

Deputy Leader (Cabinet Member for Transport, Capital & Inward Investment)

Part 1 (Public Agenda Item)

1. Purpose of Report

- 1.1 This Report follows the Parking Review 2020 report approved by Cabinet in June 2020.
- 1.2 The purpose is to set out the short-term aspirations for the service through a Traffic & Parking Policy Statement.

2. Recommendations

- 2.1 It is recommended that Cabinet approves the adoption of the Traffic & Parking Policy Statement as described in this Report and directs Officers to implement the commitments as described.
- 2.2 It is further recommended that Cabinet approved the Traffic Regulation Working Party undertaking a review of its decision making processes, and takes on the project board role in respect of the Parking Review.

3. Background

- 3.1 In November 2019, Cabinet approved Officer recommendations to commission a Parking Review, and in June 2020 an update Report was approved with a revised programme.
- 3.2 Original aspirations to deliver a new comprehensive Parking Strategy in 2020 were amended to account for the COVID-19 emergence response and to ensure sufficient data could be gathered and analysed, which in turn will provide a more informed and deliverable strategy.

- 3.3 To keep momentum within the service, it was agreed that a Policy Statement would be produced for approval by Cabinet. This policy statement will be used by Officers to inform customers and stakeholders how we are delivering on their priorities.

Parking Policy Statement

- 3.4 The Traffic & Parking Policy Statement is included in the Appendix to this report.
- 3.5 Its objectives are to:
- Respond to the immediate challenges for traffic management and parking, addressing the immediate changes in road user habits from the COVID-19 public health emergency.
 - Ensure the Council service is customer focussed and fit for purpose.
 - Support wider strategic objectives to reduce congestion and improve air quality.
- 3.6 If approved, the commitments therein will be used to inform all projects and priorities for the service from 2020, and until a new Strategy is implemented.

Traffic Regulation Working Party

- 3.7 The Working Party was originally designed to support Officers when seeking decisions for new and amended traffic regulations.
- 3.8 To ensure Members have ongoing influence over the delivery of the Parking Review, it is proposed that the Terms of Reference be updated by the Working Party to include acting as a project board for the Parking Review.
- 3.9 Where traffic regulations, for example a short section of 'no waiting at any time' restriction is proposed at a junction, there can be some delay between the request being submitted, and it being considered by the Working Party.
- 3.10 To ensure the Working Party remains fit for purpose, it is proposed that Officers review which items are taken to it, and make proposals to the Group to enable Officers to implement certain proposals without seeking approval in advance.

4. Other Options

- 4.1 Cabinet could decide to amend any of the priorities and commitments described in the Traffic & Parking Policy Statement or reject it.

5. Reasons for Recommendations

- 5.1 The Recommendations, as described in this Report are a deliverable and customer focussed series of priorities which will help deliver on the Council priorities, particularly the Southend 2050 vision and RoadMap.
- 5.2 In the absence of a Strategy, it is important that the Service can articulate the direction and reasons for decisions.
- 5.3 The proposals in respect of the Traffic Regulation Working Group are designed to ensure Members have adequate oversight of the service, and to delegate business as usual decisions to officers, improving the service to customers.

6. Corporate Implications

6.1 Contribution to the Southend 2050 Road Map

6.2 The Road Map for 2020 sets out the first five-year plan to achieve the Southend 2050 vision. This Policy Statement aims to set out how the service will direct its resources and activities to support the Council aspirations.

6.3 Financial Implications

6.4 The Parking Review is being funded through the service Revenue Budget, supported by Capital funding sought through the Capital Investment Board. Where possible, existing resources are being utilised.

6.5 It is anticipated that some elements, particularly the Fees & Charges review and Contracts Review will increase revenue and decrease costs respectively, as each project is brought forward, a more detailed cost to benefit analysis will be undertaken.

6.6 Legal Implications

6.7 There are no legal considerations identified for the Policy Statement, any regulated activity proposed will be subject to legal oversight as appropriate.

6.8 People Implications

6.9 To deliver the Parking Review, sufficient resources have been procured, supporting the existing service management team.

6.10 Property Implications

6.11 There are no property implications.

6.12 Consultation

6.13 If approved by Cabinet, engagement with Key Stakeholders and Community Groups will be undertaken to ensure all are aware of the direction being taken by the service and how they can contribute or will benefit. It is not proposed that any consultation before approval is undertaken, as all priorities and objectives are an extension to the existing Southend 2050 vision.

6.14 Equalities and Diversity Implications

6.15 An Equality and Diversity Assessment has been completed and is attached in the Appendix to this Report. It is not anticipated there will be any disproportionate impact on any protected groups.

6.16 Risk Assessment

6.17 All services and operations are accurately assessed to understand and mitigate risks. The Policy Statement will act as a reference tool to ensure that any actions reduce risk to the Council and community.

6.18 Value for Money

6.19 The Fees & Charges and Contracts review will give the Council opportunity to find efficiencies in the service and ensure that value for money can be properly demonstrated.

6.20 Community Safety Implications

6.21 A robust and transparent enforcement regime will give the community confidence that the road network is safe and accessible for all users.

6.22 Environmental Impact

6.23 The Council has declared a Climate Emergency and made several commitments to reduce emissions. The Traffic & Parking Policy Statement will provide a clear set of principles and projects to reduce emissions and support the Southend 2050 vision.

7. Background Papers

7.1 [Cabinet Report, 5th November 2019.](#)

7.2 Cabinet Report, June 2020

8. Appendix

Appendix 1 – Traffic & Parking Policy Statement

Southend Borough Council Traffic & Parking Policy Statement

July

2020

1. Introduction

Summary

Southend Borough Council has a Southend 2050 vision and has published its first Five Year RoadMap to 2023.

The decision to bring this Policy Statement forward in anticipation of the new Local Transport Plan, Transport Strategy and Parking Strategy was taken to bring forward the urgent changes required to deliver on the RoadMap.

Objectives

This Traffic & Parking Policy Statement will:

- Respond to the immediate challenges for traffic management and parking, addressing the immediate changes in road user habits from the COVID-19 public health emergency.
- Ensure the Council service is customer focussed and fit for purpose.
- Support wider strategic objectives to reduce congestion and improve air quality.

Local & Regional Strategies

Southend 2050 – Five Year RoadMap

Each of the policy positions in this Traffic & Parking Policy Statement will relate directly to one of the following RoadMap priorities.

- **Pride & Joy**

People are proud of where they live – the historic buildings and well-designed new developments, the seafront and the open spaces. The city centre has generated jobs, homes and leisure opportunities, whilst the borough's focal centres all offer something different and distinctive. With its reputation for creativity and culture, as well as the draw of the seaside, Southend-on-Sea is a place that residents and visitors can enjoy in all seasons. Above all we continue to cherish our coastline as a place to come together, be well and enjoy life.

- **Safe & Well**

Public services, voluntary groups, strong community networks and smart technology combine to help people live long and healthy lives. Carefully planned homes and new developments have been designed to support mixed communities and personal independence, whilst access to the great outdoors keeps Southenders physically and mentally well. Effective, joined up enforcement ensures that people feel safe when they're out and high quality care is there for people when they need it.

- **Active & Involved**

Southend-on-Sea has grown, but our sense of togetherness has grown with it. That means there's a culture of serving the community, getting involved and making a difference, whether you're a native or a newcomer, young or old. This is a place where people know and support their neighbours, and where we all share responsibility for where we live. Southend in 2050 is a place that we're all building together – and that's what makes it work for everyone.

- **Opportunity & Prosperity**

Southend-on-Sea and its residents benefit from being close to London, but with so many options to build a career or grow a business locally, we're much more than a commuting town. Affordability and accessibility have made Southend-on-Sea popular with start-ups, giving us the edge in developing our tech and creative sectors, whilst helping to keep large, established employers investing in the borough. People here feel valued, nurtured and invested in. This means that they have a love of learning, a sense of curiosity and are ready for school, employment and the bright and varied life opportunities ahead of them.

- **Connected & Smart**

Southend is a leading digital city and an accessible place. It is easy to get to and easy to get around and easy for residents, visitors and businesses to park. Everyone can get out to enjoy the borough's thriving city centre, its neighbourhoods and its open spaces. Older people can be independent for longer. Local people also find it easy to get further afield with quick journey times into the capital and elsewhere, and an airport that has continued to open up business and leisure travel overseas – but in balance with the local environment

Local Transport Plan, Transport Strategy

The Transport Act 2000 set a requirement on Local Authorities to produce a Local Transport Plan. In Southend, the new LTP is due to be delivered in 2021 and will provide a strategic direction for all aspects of transport in Southend.

Parking Strategy

The Council will be delivering a new Parking Strategy in 2021. This will include comprehensive review of the long-term strategic objectives of the Council

National Policy & Legislation

The Council is a member of the British Parking Association, an industry Group working to improve the public perception and ensure the services offered are consistent, fair, and transparent.

Much of the regulation of our highway network is governed and legislated for nationally. In summary, the regulation is set out in the Road Traffic Regulation Act 1984, and enforcement by the Traffic Management Act 2004, both Acts are supported by Regulations, Guidance and Codes of Practice.

2. Parking Provision

On Street Parking

Residents' Permit Parking & Controlled Parking Zones

Permit Parking Areas are generally used in areas where a residential area is impacted by demands on parking capacity from commuting via transport hubs or to neighbouring employment sites, for example a hospital or office accommodation.

These schemes should only be introduced in circumstances where the 'non-resident' demand cannot be accommodated after the need of residents.

A CPZ is introduced in areas where parking demands are shared between road user groups. An example may be where a shopping district centre is surrounded by residential properties, and parking capacity must be divided between residents, businesses, and visitors.

What we will do:

- Undertake a review of existing schemes, to ensure they remain fit for purpose.
- Consider new schemes in areas where the need is identified and has the support of all stakeholders.
- Review Permit types to ensure they are fit for purpose, and where possible introduce digital alternatives to paper permits.
- Ensure the pricing strategy for permits is affordable and supports wider efforts to improve air quality

Parking at Schools

At school opening and closing times, parents picking up or dropping off children near schools can cause a danger to pedestrians and other traffic, particularly unaccompanied children. Congestion can delay access for through traffic, particularly bus services.

What we will do:

- Work with schools to identify safety concerns and deliver road improvement schemes, where appropriate introducing parking and traffic regulations.
- In cases where compliance remains a concern, consideration will be given to the introduction of enforcement cameras to monitor School Street and School Keep Clear restrictions.
- All schools are required to maintain a Sustainable Travel Plan. We will work with schools to improve the road network and help promote other forms of active travel for staff and students.
- Work with schools to identify and secure off site space for 'park and stride' schemes.

Parking near to Emergency Services Property

The ability for our blue light emergency services to respond to incidents in a timely manner is critical. Parking and traffic congestion outside of operational depots can delay these responses and cause other operational concerns.

What we will do:

- Where appropriate, we will introduce Keep Clear restrictions to protect wide access and egress points to operational depots.
- If there is no off-street parking provision available, consideration will be given to the introduction of restricted parking spaces for operational vehicles.
- Particularly around fire stations, where congestion is a concern, the introduction of warning signals and sirens will be considered.

Parking for Disabled Road Users

The Council already offers parking spaces for blue badge holders in areas for general use, for example in high streets or shopping district centres. Provision is also made in off street car parks, and provision is a requirement in Planning Policy.

What we will do:

- Review the criteria to ensure recent changes to include those with hidden disabilities are properly provided for.
- Improve the application process to ensure consideration is given to the impact on other road users, and to ensure the application process is fast and efficient to allow for spaces to be introduced at the earliest opportunity.
- Ensure a maintenance, renewal and removal programme is robust enough to remove designated spaces efficiently and compassionately when they are no longer required.

Paid for Parking

Charging zones are in operation to support high streets, shopping district centres and seafront attractions. The charges and tariff bands are designed to provide for a 'turnover of spaces' maximising the use of space and discouraging use by commuters or long stay users, who should make use of the off street car park provision.

What we will do:

- Review existing charging zones and tariffs to ensure they properly support the primary user need.
- Develop a new methodology for the annual review of Fees & Charges.
- Work with the 'pay by phone' providers and move to a cashless parking solution, removing street clutter including pay and display machines and some signage.
- Consider how parking charges could be used to support wider efforts to improve air quality.

Parking for Motorcycles

Motorcycle parking is usually provided in high streets and shopping district centres. This provision is free of charge, and where possible there is infrastructure for vehicles to be securely locked. Motorcyclists are also permitted to park free of charge in any other Pay & Display or Permit Parking Space.

When spaces are wrongly located, use of other parking capacity can significantly reduce the available space for cars and other vehicles.

What we will do:

- Review provision for motorcycle parking to ensure locations are convenient, safe and secure.
- Consider how the 'gig economy' and use of mopeds for delivery services can be accommodated safely.

Parking for Cyclists

To help those wishing to use a bicycle for travel, the Council provides parking facilities, usually consisting of a secure locking point. As the number of cyclists increases, these spaces can become congested and a bigger target for thieves and vandals.

What we will do:

- Review the existing provision and ensure it remains fit for purpose.
- Work with businesses and developers to provide new capacity where required and consider more robust locking systems such as 'cycle hangers'.
- On cycle routes and in areas where cycling is popular, consideration will be given to additional infrastructure, including cycle maintenance points.

Parking for Electric Vehicles

The Council has an aspiration to improve air quality. With a limited range, it is important that parking provision is made in key areas, with charging points fit for the intended use – for example in residential areas, a slower, overnight charge would be preferable, compared to a shopping district centre where charging would need to be rapid.

What we will do:

- Consider and inform planning policy considerations in relation to off street parking in new developments.
- Review the existing provision of designated spaces to ensure they remain fit for purpose.
- Identify funding opportunities for new charging infrastructure, with a focus on ensuring capacity can be provided in residential areas.

Car Clubs

Car Clubs are services offering the use of a car for an hourly or daily rate, a much cheaper and more convenient service than remote car rental services. There are several options for delivery:

- Designated Pick Up & Drop Off Points
- Pick Up and Drop Off anywhere in a defined Zone
- Peer to Peer, where a car owner can make it available for others to use.

What we will do:

- Investigate the options available, including potential funding to subsidise the costs and incentivise use.
- Consult and engage with residents and businesses to understand the need.

Loading & Unloading for Business

For businesses to thrive, access is required for loading and unloading close to the premises. There must be a balance between provisions for loading and capacity for customers to park. This is often achieved with loading restricted to early mornings and overnight, but this is not suitable for all businesses.

What we will do:

- Work with business groups to review existing provisions and make sure they are fit for purpose.
- Consider how the planning and development control process could be used to plan for the parking and loading impacts on the wider community.

Footway & Verge Parking

Parking on footways and verges can obstruct pedestrian access and cause damage to the surfaces and utilities' apparatus. In some areas, this parking is essential to maximise parking provision, whilst ensuring vehicles can pass safely. Where appropriate, the footway or verge can be reconstructed to take the weight of a vehicle.

What we will do:

- Work with resident and business groups to identify opportunities to redistribute parking capacity to protect footways and verges.
- Consider how education and enforcement could be used as a tool to change driver habits.

Vehicle & Pedestrian Crossing Points

The footway is lowered to the carriageway level to assist pedestrians when crossing the road, and where vehicles crossover the footway to reach an off street parking space.

What we will do:

- Explore options to fund enhancements to the footway network, where appropriate reinforcing the structure to accommodate the weight of a vehicle without damage.
- Following attempts to work with property owners, take enforcement action where habitual use of illegal crossing points and footway parking is causing damage or an obstruction.

Off Street Parking

The Council operated off street car parks primarily provide capacity for longer term parking needs, but also cover the shortage of available on street parking capacity for short stay parking. The balance changes over time and in some cases is not fit for purpose.

Multi-storey car parks (MSCP's) provide significant capacity in a smaller footprint, but many in Southend are in need of significant investment.

- What we will do:
- Review the existing estate to ensure it continues to represent value for money and that capacity is provided where it is most needed.
 - Where new capacity is required, explore opportunities to secure new sites.
 - Retain the industry standard 'ParkMark' accreditation as a demonstration of our commitment to maintaining standards.
 - Develop a pricing strategy which supports local businesses and access to services.

3. Moving Traffic Regulation

Prohibited Movements

To help regulate the flow of traffic, and protect residential areas from congestion and through traffic, the Council will introduce restrictions to prohibit or mandate a direction of travel.

- What we will do:
- Review existing restrictions and compliance, where appropriate introducing enforcement cameras to ensure those affected are properly protected.
 - Consider any new requests in line with the wider Council strategy for the movement of traffic in Southend.

Bus Lanes & Bus Gates

Bus priority schemes help to ensure services can operate to a timetable, reassuring customers and ensuring commercial and subsidised services can operate efficiently. The network of bus priority infrastructure is not as extensive as it could be, and to achieve growth in public transport use, it is important that restrictions are introduced or amended as the need changes.

What we will do:

- Review the existing network and identify areas where new restrictions are required to support local bus services.
- Where compliance impacts on the efficient use of the road network, we will introduce enforcement cameras.

Cycle Lanes & Shared Footways

Cycling and Walking infrastructure supports the whole community, with quality footways a key part of providing a safe and attractive environment. To support cycling, it is important to recognise that not all cyclists will be confident or able to ride in the carriageway, and where appropriate a shared footway will be introduced.

What we will do:

- Continue to maintain and enhance the existing network.
- Identify and source funding for new cycle routes to support all parts of Southend.
- Where routes are regularly obstructed, use enforcement powers to ensure they remain accessible and safe to use.

Pedestrian Priority Zones

Controlled or Restricted Zones are provided in areas where pedestrian and sometimes cycling movements are prioritised over vehicles. Restrictions on access are generally limited to daytime hours, with loading and unloading provision overnight and into the early morning.

These zones provide opportunity for businesses to expand their services to the outside space, creating a more inviting town centre for visitors.

What we will do:

- Existing pedestrian zones, particularly in the town centre, will be reviewed to ensure the restrictions are fit for purpose.
- Funding opportunities to improve and expand the pedestrian priority public realm will be explored, and improvement schemes subject to stakeholder engagement.

School Streets

Where School Keep Clear markings are not sufficient to protect the roads around a school from dangerous parking or high volumes of traffic, a School Street may be appropriate. These restrictions operate in the same way as a Pedestrian Priority Zone, prioritising pedestrians and cycling at certain times of the day.

What we will do:

- Identify schools where these restrictions may be appropriate.

- Engage with Schools, Residents, and Stakeholders to consider the most appropriate restrictions, and identify new funding sources to support the implementation of schemes.
- Where compliance issues arise, identify, and introduce enforcement cameras.
- Consider how the Council could use existing powers to enforce against vehicles idling outside schools.

Setting Local Speed Limits

To keep the road network operating safely, speed limits can be varied to suit the road conditions, in particular proposals to reduce the speed limit on residential roads to 20mph by creating a zone or a new speed limit. Enforcement of speed limits is undertaken by the Police and through a Road Safety Partnership, supporting the use of enforcement camera vehicles and fixed camera sites.

What we will do:

- Continue to lobby Government to amend national legislation to reduce the speed limit on residential roads to 20mph, reducing the need for a significant increase in signage and road markings.
- Work with stakeholders to ensure the speed limit properly balances the impact on all road users.

Traffic Calming

Where compliance with the speed limit is low, consideration is given to the introduction of traffic calming schemes. These can go some way to enforcing a speed limit by making it more difficult for drivers to speed. A consequence of certain types of traffic calming, can be an increase in noise and vibration.

What we will do

- Review existing schemes to ensure they remain fit for purpose.
- Identify areas where the accident data suggests there is a need, and work with those directly affected to ensure there is support for it.

4. Public Transport

Public Bus Services

The Council will provide facilities to support local bus services, including stopping space, signage, seating, shelters, and bins. The level of provision will be determined by footfall and local need.

Where possible, the space will be designed such that the bus can pull out of the carriageway to a layby, however, where use is infrequent or it would be difficult for the bus to re-enter the carriageway, the Council may create a 'bus box', which would require traffic to wait whilst the passengers board or alight.

What we will do:

- Work with operators to ensure facilities are fit for purpose and provide the best experience for customers.
- Identify funding opportunities to enhance infrastructure, including live service updates and bus priority schemes.

Coaches

The Coach industry supports the tourism industry, providing a cost-effective alternative to trains and cars. The Council already provides facilities for coach parking, and a 'light touch' approach is taken with enforcement to facilitate safe loading and unloading.

What we will do:

- Work with operators to identify areas where the facilities could be improved at the Bus and Coach Station
- Work with the tourism and business industry groups to identify further support that can be offered to protect coach services.

Hackney Carriages & Private Hire Vehicles

Ranking capacity for hackney carriages is located in key areas to support the local and visitor economy. Private Hire Vehicles do not benefit from designated capacity and are unable to 'ply for hire'. New technology based services such as mobile application based private hire operators have rapidly become popular with consumers but the legislation and licensing arrangements remain out of date.

What we will do:

- Work with all operators to ensure parking and ranking capacity is located in the most efficient and accessible place.
- Seek innovative solutions which support all areas of the trade, without undue detriment to certain types of operator.
- Ensure enforcement activity is robust to ensure customer confidence that ranks are properly serviced.

5. Enforcement

Civil Parking Enforcement

The Council has powers to enforce certain parking contraventions, to ensure the safe and efficient use of the road network. ACPOA provide enforcement service for the Council, including the use of Civil Enforcement Officers, fixed and mobile enforcement cameras.

What we will do:

- Undertake a review of enforcement 'beats' to ensure enforcement priorities reflect the local need.
- Maintain a fair and transparent system for appeals against penalty charge notices.
- Ensure that all operations and ringfencing for revenue is properly monitored and managed.

Moving Traffic Enforcement

The Council has powers to enforce certain moving traffic contraventions. The use of enforcement cameras at School Keep Clear and Bus Priority / Bus Lane sites helps the Council to enforce where it would not be possible for an enforcement officer to operate efficiently.

What we will do:

- Ensure the deployment of enforcement cameras is limited to priority areas and engage with stakeholders and those directly affected to canvass support.
- Regularly review deployment to ensure the most efficient use of the equipment.

Persistent Offenders, Persistent Evaders & Debt Management

To maintain public confidence in the enforcement of parking regulations, it is essential that debt be recovered and those who persistently offend are robustly dealt with using all available powers.

What we will do:

- Use all available powers to ensure debt is recovered, whilst ensuring at all times that vulnerable people are properly protected.
- Explore additional enforcement powers which may help the Council recover debt.
- Continue to work with the industry to ensure the service is fair and transparent.

Additional Enforcement Powers

Legislation changes from time to time and additional enforcement powers become available for the Council to apply for. The Community Safety Accreditation Scheme, DVLA Devolved Powers – UnTaxed Vehicles and Littering from Vehicles have been in effect for some time, and the Government is bringing forward the ability for Councils outside London to enforce mandatory cycle lanes.

What we will do:

- Explore the risks and benefits of additional enforcement activity.
- Consult stakeholders and road users to canvas support.

- Ensure any new powers are delivered in a fair and transparent way to maintain confidence.

6. Service Administration

Contracts

To ensure best value, the Council often uses contractors to deliver certain services. The enforcement operation is contracted to ACPOA and several suppliers are contracted to provide additional services such as the Pay by Phone facility and Highways Asset Management.

The contracts are managed through robust performance management systems and as each one reaches expiry, consideration is given to lessons learned, before entering a new procurement exercise.

What we will do:

- Review all existing contracts to ensure they remain fit for purpose, achieve best value and are future proofed.
- Work with stakeholders and suppliers to ensure innovation and enhanced service offerings are at the core of all new contracts.

Fees & Charges

Any charges levied by the service are designed to ensure best value and that the road network operates efficiently. All charges are reviewed annually through the Council Fees & Charges review and inform the budget for the coming financial year.

What we will do:

- Review all existing Fees & Charges to ensure they achieve best value and are fair and consistent.
- Explore innovative ways that charges can be levied to support wider policy objectives, particularly improvements to air quality.
- Ensure revenue is effectively managed in line with legislation.

Customer Requests

The Council relies on reports from road users to identify areas where regulations are required or should be amended. Requests can be submitted in writing, online or via Elected Representatives. Once received, they are investigated by Officers and recommendations made on the most appropriate regulation.

What we will do:

- Review the existing processes and ensure they remain fit for purpose, and accessible for all.
- Utilise technology to improve services, whilst ensuring those who prefer direct contact are properly provided for.

Traffic Regulation Orders

To implement any traffic regulation, a legal order is required, following statutory consultation and engagement. The Council has invested in technology to make these Orders available online, and paper copies remain available to those who require them.

There is a need to regularly review the Orders and to consolidate into one main order. The processes and systems used for this purpose are outdated and require an overhaul.

What we will do:

- Commission a full review and development of new processes and systems to ensure the Council is meeting its legal obligations.
- Identify opportunities to use technology to integrate systems and provide a single customer facing portal for information and interrogating public record

Southend-on-Sea Borough Council

Report of Executive Director Neighbourhoods and Environment

To

Cabinet

on

28 July 2020

Report prepared by:

Sharon Harrington

Head of Traffic, Asset Management & Highways Network

Highways Restructure Funding Request

Relevant Scrutiny Committee

Place Scrutiny Committee

Neighbourhoods and Environment

Cabinet Member: Councillor Woodley

A Part 1 (Public Agenda Item)

1. Background

- 1.1 A restructure of the service has been developed with an objective of ensuring best value, and that the service is meeting Council wide aspirations and priorities. The new proposed structure draws together teams previously part of Highways and Civil Engineering, into the Traffic & Highways Team.
- 1.2 To achieve the objectives, a range of revised job descriptions have now been through the Evaluation & Confirmation process, with agreement reached on the role salary grades and associated costs.
- 1.3 This report is requesting the additional funding required to support the new structure.
- 1.4 As expectations and demands on the service change, a new project to review how the service operates continues. This proposal will enable the Council to match its people resources to the new demands and ways of working. A core feature of this new structure is empowering teams and appropriate delegated tiered management to make timely and informed decisions.
- 1.5 To ensure key corporate priorities are achieved it remains imperative that the resources available are properly targeted and aligned to deliver better outcomes, including achieving best value.
- 1.6 It is anticipated that with additional investment, the Council will be better placed to achieve its aspirations in respect of the road network, including planning for growth, exploring revenue generating opportunities and identifying areas where savings can be made.

2. Recommendations

That Cabinet:

- 2.1 Approve the increased budget to fund the new service in line with the Council's Vision and Aspirations. This investment will ensure that the views and needs of our customers, residents and businesses are at the heart of the service.
- 2.2 The additional request for funding to support the new structure in 2020/21 will be met from the business transformation reserve with future year's expenditure being incorporated as part of the budget setting for 2021/22 onwards

3. Service changes

- 3.1 The new service will remove the large number of temporary management arrangements including the use of agency/interims, officers on fixed term contract and acting up arrangements. It will increase capacity and expertise, providing a more robust structure to support the delivery of the changing demands on the service. A key focus of the new team structure will be understanding the existing service needs, identifying and implementing new commercial opportunities. As part of the restructure there will be a need to recruit some interim support to ensure the service continues to operate whilst key posts are recruited. This will be limited and released at the earliest opportunity.
- 3.2 The structure will see an increase from 61 to 76 FTE posts to support the statutory duties the Council must deliver in regard to highways requirements. The service has in recent years been under resourced which has resulted in difficulties delivering core functions in a timely and efficient manner.
- 3.3 The Council, as the highway authority, has a statutory duty to protect and assert the rights of the public to use and enjoy the highway network (roads and paths). The Highways Enforcement team will deal with all highway obstructions (but not parking and movement related contraventions, which are investigated by the Civil Parking Enforcement team) and offences relating to temporary structures and other items on the highway.
- 3.4 The new structure also focusses on providing additional Engineers to support the delivery of the multitude of civil engineering projects that are required for the regeneration of Southend. Engineers are in high demand globally and Southend has in recent times struggled to retain officers. As such the career graded structure that has been proposed is designed to support, attract, and retain suitably qualified and experienced Engineers.
- 3.5 The Council undertakes a range of functions in terms of Major Project, Highways and Traffic activities. Over recent years there has been a number of changes to positions within this service area, functions have moved into different arrangements and there have been shifts in demand. It has become necessary to review the current structure to ensure it continues to meet demand and provide an effective service to the community.

- 3.6 The purpose of this report is to request additional funding to support the proposed changes that will ensure the Council is able to deliver its vision and priorities by effectively managing, realigning, and deploying resources effectively.
- 3.7 The proposals are part of the Council's wider agenda and supports the five priorities for Southend;
- Pride & Joy
 - Safe & Well
 - Active & Involved
 - Opportunity & Prosperity
 - Connected and Smart
- 3.8 Throughout the lifetime of this new service there will be a need to recruit additional Graduate Engineers who will be associated with specific projects. These officers will be solely funded through capital funds and will not have an impact on the core revenue budget.
- 3.9 The enforcement policy is expected to propose a significant increase in highway enforcement activity. It is anticipated that this could be self-financing through the generation of enforcement revenue. This assessment and conclusion will be driven by a comprehensive strategic review as existing enforcement is not currently delivered efficiently or effectively. The current arrangements fail to meet the demands and expectations of the borough.
- 3.10 As already referenced, the Council has had difficulty in retaining Engineers which has put a strain on the delivery of multiple projects to time and within budget. The new structure increases engineering capacity and proposes a career graded approached and training arrangements to support Southend in attracting and retaining the required knowledge and expertise.

4. Options

If the additional funding is not approved; it must be noted that:

- the service will not be able to deliver robust enforcement which is strongly required as the damage being caused on the highway by the public should be discouraged and where necessary costs of damage recovered. This includes the management of utility companies who are digging up our roads and pavements
- the service will not be able to carry out its statutory duties in a timely and efficient manner
- there is a high risk of turnover of engineers that could delay and also increase the costs of major schemes being implemented
- there will be a need to review the expectations of service delivery and non-statutory duties may not be undertaken in a timely fashion.

5. Financial Implications

The current structure contains 61 FTE's at a total cost of £2.839m. Of this amount, £1.187m is budgeted to be charged to the capital programme (42%).

If the new structure of 79.7 FTE's was to be recruited at the bottom scale point for all roles, the cost would be £3.740m. At the highest scale point the value would be £4.273m.

Of this amount, a proportion will be expected to be charged to the capital programme and a separate piece of work is underway to estimate this. However for comparison, if 42% was expected to be capitalised again then the revenue increase in the budget would be £570k at the lowest scale points and £880k at the highest. The roles in this new structure will also create an opportunity to collect income via enforcement which currently isn't undertaken due to a lack of resources.

The interim staff required whilst the new structure is embedded and any additional resource for new appointments in 2020/21 will require funding from the business transformation reserve and a sum of £150,000 is being set aside for this purpose.

The additional full year revenue costs of the new structure from 2021/22 will form part of the budget setting for that year and will be in the region of circa £570k to £880k

6. Legal Implications

The new structure will help the Council to deliver its statutory powers and duties in respect of the road network, particularly where liabilities for damage or loss rest with the Council, as Highway Authority.

7. People Implications

N/A

8. Property Implications

N/A

9. Consultation

In line with the policy and process; consultation with those affected by its proposals and their Trade Union representatives in a fair and meaningful way will be undertaken.

10. Equalities and Diversity Implications

It will be important as the Council's Policy approach is developed, that proposals are subject to appropriate equalities and diversity impact assessments to ensure that the key principles of a safe, fair, consistent and transparent service are adhered to.

11. Risk Assessment

N/A

12. Value for Money

The proposals to create a more resilient and permanent structure that covers Major Projects, Traffic, Parking and the Highways Service will provide a more responsive, resilient, effective and efficient service. The introduction of the revised structure will also provide clear responsibilities and accountabilities, together with improving productivity and efficiency of delivery to provide better value for money for the public purse.

13. Community Safety Implications

N/A.

14. Environmental Impact

N/A.

15. Background Papers

None.

15. Appendices

None

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Southend-on-Sea Borough Council

Report of Deputy Chief Executive & Executive Director
Growth & Housing
To

Cabinet
On

28th July 2020

Report prepared by:

Glyn Halksworth – Director of Housing Development
Mario Ambrose – Executive Director, South Essex Homes

Agenda
Item No.

Balmoral Estate Improvement and Structural Work Project

Relevant Scrutiny Committee(s)

Cabinet Member: Councillor Ian Gilbert

Part 1 (Public Agenda Item) / Part 2 (Confidential Agenda Item)

1. Purpose of Report

- 1.1 To advise Cabinet on a programme of structural and improvements work required at the Balmoral Tower blocks (Grampian, Brecon and Blackdown) and to seek agreement to utilise HRA funds for these works.

2. Recommendations

- 2.1 To agree to progress with a programme of works to the Balmoral tower blocks to include both structural and improvement works (structural insulation and heating upgrades)
- 2.2 To agree for the Council and South Essex Homes to undertake full consultation and engagement with affected residents.
- 2.3 To agree a budget of £2.325m to be added to the HRA capital investment programme to be funded from the HRA Capital Investment Reserve.

3. Background

- 3.1 Following routine planned structural surveys of the Council's housing stock, an external consultant (Michael Dyson and Associates Ltd) advised that although the Balmoral tower blocks can be preserved for at least 30 years if usual repairs and maintenance are continued, given the construction of the blocks (Large Panel System) and recent guidance issued by DCLG in September 2017 further intrusive tests should be carried out to check whether the blocks could be modified to improve panel fixity and floor/wall resilience in the unlikely event of an explosion. It should be noted that the original structural surveys were not instigated because of any concerns in the buildings and the consultants did not advise that the blocks are unsafe and require immediate decant of the

residents. The blocks have electric heating and cooking facilities and not gas supplies, which lowers any potential risks to the properties.

- 3.2 SEH procured Curtins Consulting Ltd for the required further structural investigations. Curtins produced a report following these intrusive structural checks which advised that the buildings do not comply with Building Regulations or the current Eurocode for concrete design. The buildings can however comply with the Building Research Establishment's (BRE) LPS Criterion 2 with strengthening measures to the top 3 storeys which would limit the effects of gas explosion and therefore meet current recommendations. It should be noted that this only affects the Balmoral estate tower blocks not the other ten tower blocks in the borough and is not in any way connected to the post Grenfell Tower recommendations and is only concerned with the structure of the buildings themselves.

Overview of works



Fig 1 – Balmoral Tower blocks – (L-R) Grampian, Brecon and Blackdown

- 3.3 A pilot project was undertaken to a void property in order to better understand the potential levels of disruption and timescales to carry out any works. The structural works recommended are as follows:
- Fitting steel angle cleats to tie the base of certain walls to the floors throughout the flats and drying rooms.
 - Reinstatement of wall and floor finishes and install larger skirting boards
 - Remedial works to fitted bathrooms and kitchen units
- 3.4 In addition to the structural works there would be a need for enabling works such as asbestos removal which would be included in the overall project costs.
- 3.5 Additional works have also been identified that would be beneficial to be undertaken whilst the structural works are being carried out. This includes namely improvement to the structural insulation and also upgrades to the heating system (change from electric storage systems to oil filled panel heaters) which will improve the energy efficiency of the buildings. The blocks identified require major works so have not been identified for sprinkler inclusion at this

time. However, a separate pilot project of sprinkler installation is currently being prepared.

Works Timescales and Management

- 3.6 The works will directly affect 18 properties in each of the three tower blocks and will be undertaken on a block by block basis with the decanting of one floor at a time. This means a maximum of six flats will need to be decanted at any one time and will be vacant. It is estimated that a flat will take approximately four weeks to complete, and a contractor employing two full teams will work simultaneously on two flats. Therefore a complete floor will take three months to complete and the first tower block will take nine months to complete
- 3.7 In order to facilitate these works, an external consultant will be procured to undertake the Pre-contract duties (Design, procurement of works and Principal Designer). However post contract works (Contract Admin, Clerk of Works etc.) will be undertaken jointly by a Quantity Surveyor and by a South Essex Homes Project Manager. It has been considered and accepted that due to the repetitive nature of the works the contractor will achieve some time efficiencies in undertaking the works to the remaining two blocks. Therefore it is considered that the last two tower blocks will have a programmed duration of seven and a half months each. The total anticipated programme for the works is twenty four months. Pre-site process timescales are detailed below:
- Appointment of consultants - July 2020
 - Specification and tender preparation – 12 weeks
 - Tender period – 4 weeks
 - Tender Evaluation – 4 weeks
 - Approval period – 4 weeks
 - Mobilisation – 4 weeks
 - Commencement on site February 2021
- 3.8 Given the disruptive and sensitive nature of these works, a significant part of the project will relate to the communications and resident liaison/engagement work which will be carried out by SEH in partnership with the Council. A cross partnership Project board has been set up to act as project oversight and provide monitoring of key outcomes of the scheme. This will also look to include tenant representation as the scheme progresses.

Decant Overview

- 3.9 On each of the three tower blocks, the following flats are affected:

Floor 11	5 flats and 1 x drying room
Floor 12	6 flats
Floor 13	6 flats
Floor 14	1 flat

- 3.10 The decant process will be designed in order to offer assurance and support to residents, and will be accompanied by clear, regular communication throughout the life of the project, including via dedicated resident liaison officers. The proposed approach to the temporary decant is to refurbish void properties in the

blocks to a high standard. These can then be utilised for decant purposes, either on a temporary basis or where the resident expresses a wish for permanent relocation. A survey of resident needs will be carried out as part of the project and should this identify a need to move to more appropriate housing, for example due to household size, then support will be provided to identify a move to other homes within the Council's stock. All associated costs of the decant process will be covered by the project and have been included within the budget.

Financial Implications.

- 3.11 SEH have commissioned external professional Quantity Surveyors to produce the costs and budget requirements associated with this project. The overall Structural Strengthening Works with Insulation and Heating Upgrade works for the three tower blocks has been calculated at £2,324,906.79. Detail of the costs are below:

Project Phase	Amount
Cost of the Structural and enabling works Total for 3 Blocks	£1,564,907.79
Decanting and Refurbishment Total for 3 Blocks	£558,120.00
Structural Engineer's Fees Total for 3 Blocks	£22,200.00
Full Design, Procurement, Post Contract and Project Management Fees Total for 3 Blocks*	£179,679.00
TOTAL PROJECT COST for 3 blocks	£2,324,906.79

*Fees include costs for the Contract Administration and Building Surveyor services which now will be undertaken in-house by SEH with a new role which will concentrate on major projects.

- 3.12 It should be noted that based on Counsel advice and to avoid challenge, the Council should waive the costs associated with re-charging the minority of leaseholders that may be liable for a contribution to the works.

4. Other Options

- 4.1 A number of other options have been considered in regards to this project:
- Do Nothing – This would not be appropriate as it would not meet the needs of tenants and leaseholders and would not be in line with achieving our 2050 outcomes nor the aims of the Housing, Homelessness & Rough Sleeping Strategy
 - Only undertake structural works – This would not be appropriate as it would not meet the needs of our tenants and leaseholders and would not be in line with our 2050 Green City outcomes.

5. Reasons for Recommendations

- 5.1 The recommendations have been made in order to improve the structural integrity and energy efficiency of three of the Council's tower blocks and also ensure that residents are fully engaged throughout this project.
- 5.2 In terms of the funding of this project, SEH have commissioned external professional Quantity Surveyors to produce the costs and associated budget requirements and the Council's Finance team has confirmed the HRA Capital Reserves as the most appropriate method of funding these works.

6. Corporate Implications

6.1 Contribution to the Southend 2050 Road Map

Improving the structural integrity of Southend Council stock contributes to Southend 2050 Safe and Well outcome of **"We are well on our way to ensuring that everyone has a home that meets their needs."**

Improving the energy efficiency of Southend Council stock contributes to Southend 2050 Safe and Well outcome of **"Green City with outstanding examples of energy efficient and carbon neutral buildings, streets, transport and recycling."**

Southend's *Housing, Homelessness & Rough Sleeping Strategy* aims to provide "decent high quality, affordable and secure homes for the people of Southend" as well as "encouraging good quality housing design, management and maintenance". Improving the quality of our existing housing stock is key to meeting these aims.

6.2 Financial Implications

The budget for the project has been calculated at £2.325m. The Council's Capital Finance team have been consulted on this project and it has been confirmed that it can be funded from HRA Capital Reserves.

6.3 Legal Implications

Initial consultation will be undertaken with the Council's Legal Team in regards to the project. Legal considerations relating to leaseholders will be dealt with as the project progresses to the pre-site stage.

6.4 People Implications

As per budget breakdown, the fees include costs for the Contract Administration and Building Surveyor, a role which now will be undertaken in-house by SEH who will employ a Project Manager to resource this project along with other major projects affecting Council stock.

Full consultation and engagement will be undertaken with affected residents of the Balmoral tower blocks and the necessary decant process will be supportive

to resident and communicated clearly and regularly throughout the life of the project.

6.5 Property Implications

The main purpose of these Major Project works is to improve the standards of the Council's housing stock including structural, insulation and heating works. This also links to the Council's Housing and Development Pipeline project and will ensure the long term structural integrity of Council assets included within the process.

6.6 Consultation

Necessary consultation between South Essex Homes and the Council's Housing, Finance and Corporate Property and Asset Management colleagues has been undertaken. A cross partnership Project Board has been set up to monitor the progress of the project and will look to include tenant representation as the project progresses.

Full consultation and engagement with affected tenants and leaseholders will be required and will be a core function of the Project Board that will be overseeing this project. Both SEH's and the Council's Communications teams will be integral to this process.

6.7 Equalities and Diversity Implications

Equality and diversity will be monitored by the Project Board throughout the project from consultation stage through to on site works.

6.8 Risk Assessment

The necessary risk assessment work will be undertaken in regards to these major project works and this risk will be mitigated by cross partnership working between a number of Council teams and SEH. A risk register will be updated and monitored throughout the project.

6.9 Value for Money

All spend in relation to this project will be subject to the relevant procurement rules to ensure procurement compliance and value for money

6.10 Community Safety Implications

Community Safety will be considered throughout the on-site works and will be a key area of monitoring with the chosen contractor.

6.11 Environmental Impact

The proposed works to the Balmoral estate will improve energy use and environmental standards and also will look to improve economic sustainability where possible.

7. Background Papers

N/A

8. Appendix 1

South Essex Homes - Balmoral Structural Works

Overall Project Summary

Critical Path Milestones – Based on Full Project Plan dated 19th June 2020

Project	Key Task	Deadline
Balmoral House	Initial commencement meeting	10 th July 2020
	Draft Specification Completed	18 th September 2020
	Submit Building Control Application if required	21 st September 2020
	Final Specification and Tender Documents issued	2 nd October 2020
	Publish Contract Notice	5 th October 2020
	Tender Return Date	10 th November 2020
	Tender Evaluation Concluded	2 nd December 2020
	Issue Tender Report	4 th December 2020
	Client Approval	14 th December 2020
	Sign Contracts / Pre Contract Meeting	11 th January 2021
	Mobilisation period	12 th January – 8 th February 2021
	Commence site set-up	9 th February – 2 nd March 2021
	Works to Floor 1, block 1, including decant period	10 th February – 1 st June 2021
	Works to Floor 2, block 1, including decant period	12 th May – 31 st August 2021
	Works to Floor 3, block 1, including decant period	11 th August - 30 th November 2021
	Works to Floor 1, block 2, including decant period	10 th November 2021 – 20 th January 2022
	Works to Floor 2, block 2, including decant period	31 st December 2021 – 31 st March 2022
	Works to Floor 3, block 2, including decant period	11 th March – 9 th June 2022
	Works to Floor 1, block 3, including decant period	20 th May 2022 – 18 th August 2022
	Works to Floor 2 block 3, including decant period	29 th July 2022 – 27 th October 2022
	Works to Floor 3, block 3, including decant period	7 th October 2022 – 5 th January 2023
	Practical Completion for completion of 9 th floor.	20 th January 2023
	Defects liability period – block 1	8 th December 2022
Defects liability period – block 2	19 th June 2023	
Defects liability period – block 3	22 nd January 2024	
Final Completion	29 th January 2024	

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Southend-on-Sea Borough Council

Report of Chief Executive and Town Clerk
To
Cabinet
On
28 July 2020

Agenda
Item No.

Report prepared by: Andrew Barnes – Head of Internal
Audit

Corporate Risk Register – June 2020 update

**Relevant Scrutiny Committee(s): Policy & Resources, People and Place
Scrutiny Committees**

**Cabinet Member – Cllr Woodley
A Part 1 Public Agenda Item**

1 Purpose of Report

- 1.1 To consider the revised presentation of and updated summary Corporate Risk Register.

2 Recommendations

That Cabinet considers the revised presentation of the updated summary Corporate Risk Register and the position at June 2020 outlined in Appendix 1.

3 Summary Corporate Risk Register

- 3.1.1 The Council's Corporate Risk Register sets out the key risks to the successful delivery of the Council's corporate Southend 2050 ambition and outcomes and outlines the key controls and actions to mitigate and reduce risks, or maximise opportunities.
- 3.1.2 Updates on the Corporate Risk Register are reported to Corporate Management Team (CMT) quarterly and it is proposed that the summary position is reported to Cabinet twice a year in June and January. The updated comments on each risk or opportunity and management arrangements to mitigate are included in Appendix 1.
- 3.1.3 CMT and other Directors have undertaken a review of the current format and content. This has led to the revised presentation of the risks to demonstrate the alignment to the Southend 2050 Themes and in the context of the ongoing work to further develop and align work on risk across the Council, so that the approach to risk management is better embedded, supports the governance framework, the transformation agenda and integrated decision making, supporting the organisation to manage well in an increasingly complex environment.
- 3.1.4 In the period since the last report to Cabinet there have been huge changes in the context that the Council is operating within as a result of the Covid-19 pandemic emergency. This emergency has had far reaching consequences and impacts across the whole of the Council's activities, the ways that services and officers are required to operate and the support that it has needed to provide to the Borough, as was covered in a separate report to Cabinet on 9 June 2020.

3.1.5 CMT and other Directors have identified the following areas to be managed, monitored and reviewed as part of the Corporate Risk Register:

1. Financial sustainability
2. Workforce
3. ICT / cyber security / data protection
4. EU exit
5. Public services landscape
6. Covid-19 pandemic
7. Safeguarding responsibilities
8. Adapting to climate change
9. Inequalities
10. Child welfare
11. Housing
12. Adult social care
13. House building programme
14. Regeneration and major projects
15. Southend as a visitor destination
16. Economic recovery and income inequalities
17. Waste management service
18. Local plan

3.1.6 It is worth noting that the format of the underlying Corporate Risk Register currently follows a 3 stage process:

1st stage: An 'inherent risk' with the risk assessed with no controls, assurance or actions in place, resulting in an inherent risk score.

2nd stage: The 'current risk' where the risk is assessed with controls, assurances and progress against identified management actions and arrangements. It is this position that is being reported within the summary corporate risk register at Appendix 1.

3rd stage: The 'target risk' which is the risk with the controls, assurances and actions, as if they have been completed, resulting in a target risk score.

3.1.7 Appendix 1 provides a summary of the risks and opportunities currently on the corporate risk register and the arrangements in place to manage those, along with the 'current score' position for each risk as assessed by management, based on the risk or opportunity itself and the management of the issue that is in place to ensure that it progresses as the Council would want.

- 3.1.8 The risks as documented are effectively the worst-case scenario of what could happen if the Council is not appropriately managing the issue that it is facing. This does not mean that it will happen, as the purpose of the arrangements being put in place to manage the risk, or deliver the opportunity, is to ensure that the issue works out in the way that the Council wants it to.
- 3.1.9 Executive and other Directors ensure service specific risks are managed within their departments, within service management and in accordance with the risk management strategy and processes. 'Red' rated risks with corporate implications can be escalated to CMT via those Directors. Actions for these risks are updated and reviewed by Departmental Management Teams.
- 3.1.10 Operational risks, managed within departments, are also assessed as part of reviews undertaken by Internal Audit and project risks are monitored by CMT where applicable.

4 Corporate Implications:

- 4.1 Contribution to the Southend 2050 Road Map
The Corporate Risk Framework underpins the operational effectiveness of the Council's Corporate Governance arrangements and specifically monitors progress of managing key risks associated with the successful delivery of the 2050 Ambition and Outcomes.
- 4.2 Financial Implications:
Any financial implications arising from identifying and managing risk will be considered through the normal financial management processes. Proactively managing risk can result in reduced costs to the Council by reducing exposure to potential loss.
- 4.3 Legal Implications:
The Accounts and Audit Regulations 2015 require that:

A relevant authority must ensure it has a sound system of internal control which facilitates the effective exercise of its function and the achievement of its aims and objectives, ensures that the financial and operational management of the authority is effective and includes effective arrangements for the management of risk.
- 4.4 People Implications:
Any people and property implications arising from identifying and managing risk will be considered through the Council's normal business management processes.
- 4.5 Property Implications:
None specific.
- 4.6 Consultation:
Consultation has taken place with key stakeholders of the corporate risk register.
- 4.7 Equalities and Diversity Implications:
Corporate equalities considerations have been considered in the drafting of the register and any specific equality related risks have been identified for the Council.
- 4.8 Risk Assessment:
Failure to implement a robust assurance framework which includes fit for purpose risk management arrangements increases the risk that Council ambition and outcomes will not be delivered.

- 4.9 Value for Money:
Effective forecasting and timely management of risk is a key factor in preventing waste, inefficiency and unnecessary or unplanned use of resource.
- 4.10 Community Safety Implications:
None specific.
- 4.11 Environmental Impact:
None specific.

5 Appendices:

Appendix 1 – Summary of Corporate Risk Register as at June 2020

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OUR
SHARED
AMBITION

SOUTHEND
2050
it all starts here

Summary Corporate Risk Register
June 2020

Southend BC Risk Matrix

Risk tolerance level – Risks above this level will need particular resources and focus

Catastrophic / exceptional opportunity	4	8	12	16
Severe / significant opportunity	3	6	9	12
Material	2	4	6	8
Negligible	1	2	3	4
	Unlikely <25%	Likely 25-50%	Very Likely 50-75%	Almost Certain >75%

Risk acceptance level (activity below which attracts minimum effort and resources)

Risk Register Heat Map: Risk numbers

Risk	
1 – Financial sustainability	10 – Child welfare
2 – EU exit	11 – Housing
3 – Public services landscape	12 – Adult social care
4 - Workforce	13 – Waste Management
5 - ICT / cyber security / data protection	14 – House building programme
6 - Covid-19 pandemic	15 – Regeneration and major projects
7 – Safeguarding responsibilities	16 – Visitor destination
8 – Adapting to climate change	17 – Economic recovery and income inequalities
9 – Health inequalities	18 – Local Plan

Risk Register Heat Map: Current risk score





credit: ActiveSouthend

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
1	<p>Financial sustainability</p> <p>Risk that failure to address the financial challenge by effectively managing the growing demand for services, managing the costs of the covid-19 response and enhancing local income streams as part of recovery will threaten the medium to long term financial sustainability of the Council, leading to a significant adverse impact on Council services and the ability to deliver the outcomes desired by the Council, to address the financial position.</p>	<p>1. Budget setting process to identify required savings through: budget proposal reports to Departmental and Corporate Management Teams; member seminars; Cabinet; Scrutiny Committees; Council, with reports to and minutes of meetings.</p> <p>2. Medium Term Financial Strategy (MTFS), including budget pressures to regularly consider financial impact of Government policy reported to CMT, Cabinet and Council Assurance, with reports to and minutes of meetings.</p> <p>3. Getting to know your business workstream being developed to ensure that appropriate focus and optimum approach to the delivery of the Southend 2050 outcomes is being made by all services.</p> <p>4. Management oversight of budget setting process through: reports to CMT and Cabinet and reports to and minutes of meetings</p> <p>5. Senior member and Chief Executive challenge to departments on proposed savings with reports to and minutes of meetings.</p> <p>6. Director to Director challenge with minutes of Departmental Management Team meetings and emails.</p>	3	4	12	Joe Chesterton



credit: ActiveSouthend

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
2	<p>EU exit</p> <p>Risk that the impact of, or a failure to address, prepare for and take advantage of, the Government's agenda and the lead up to EU exit, will hamper the ability of the Council to deliver it's ambition and outcomes.</p>	<p>1. Cross organisation working group currently meets monthly (likely to be stepped up to weekly approaching exit date) to consider potential impacts of Brexit and put measures in place to mitigate risk for the Council and Borough as far as possible.</p> <p>2. Links to the East of England lead and reporting to them as required via EELGA and horizon scanning through the LGA and MHCLG as the picture becomes clearer with cascading of any information shared with us.</p> <p>3. Officers participate fully in the Essex Resilience Forum which is taking a lead in coordination of planning for Essex.</p> <p>4. Some Brexit funding utilised on mitigations such as the fuel bunker at Tickfield and additional trading standards officer. Balance retained to be spent in accordance with the risks and opportunities presented.</p> <p>5. Economic Development continue to work alongside businesses to prepare.</p> <p>6. Corporate management team continue to monitor the opportunities and risks associated with EU Exit.</p> <p>7. Cabinet consider the implications and reports on progress with preparation on a regular basis.</p>	3	4	12	Alison Griffin



credit: ActiveSouthend

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
3	<p>Public services landscape</p> <p>Risk that failure to address and engage with the different models and public service governance arrangements being discussed will result in the organisation and the borough being left behind and ultimately unable to deliver the Council's ambition and outcomes.</p>	<p>1. Actively engaged in the Association of South Essex Local Authorities to manage the outcomes desired for the economic corridor and engage with the Government's devolution agenda to secure investment for infrastructure led growth.</p> <p>2. Mid and South Essex Health and Care Partnership (formerly STP) which includes local GP practices, hospitals, community care, social services and mental health teams, has evolved so it now spans more fully both health and local government. This reflects the desire to become a fully integrated care system by April 2021 as described in the national NHS Long Term Plan. The Council has a seat on the Board and will continue to champion population health and community-based approaches to health and wellbeing through this partnership.</p> <p>3. The South East Essex Locality Partnership Group has developed relationships across the SEE system, a shared Locality Strategy and MoU. The Council will play an active role as this now morphs into the place alliance for South East Essex.</p> <p>4. Partners have been engaged in the development of Southend 2050, including through a series of stakeholder events to develop a partners' timeline and roadmap. Partners have also taken Outcome lead roles for future delivery.</p>	2	4	8	Alison Griffin



credit: ActiveSouthend

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
4	<p>Workforce</p> <p>Risk that the Council will not have the appropriate staffing resources, with the right skills, doing the right things, working in the right places through collaborative teams.</p> <p>This is impacted by the significant changes to ways of working implemented in response to covid-19 and the risks that these do not operate effectively, as well as failing to effectively embed the arrangements with the new recruitment partner, leading to a lack of workforce capacity resulting in a failure to effectively address the challenges posed by covid-19 in the short term and achieve the Council's desired outcomes in the longer term.</p>	<p>1. The refresh of the Transforming Together work to ensure that this drives and leads to the establishment of the 7 agreed conditions for successful delivery of Southend 2050</p> <p>2. The refreshed TT work to include a People Plan detailing projects in progress / to be planned. These projects will follow the employee life cycle and will include the following 5 areas:</p> <ul style="list-style-type: none"> a) values and behaviours required of staff in place to reinforce what is expected of Southend employees and how we go about working to deliver the Ambition and Outcomes b) leadership development programme in place to enhance the capacity and effectiveness of leaders c) the development of a new resourcing model based on learning from the redeployment of staff during the Covid-19 response d) working collaboratively with the Council's resourcing partner to identify current and future resourcing needs and to proactively plan for these with the market e) to align the Council's 'Managing organisational change policy' to the service redesign principles by the service and by HR <p>3. Appropriate governance and oversight on all recruitment, redeployment, learning & development and redundancies to ensure that the Council is making the best use of it's human resource and enabling all employees to reach their full potential in line with the Southend 2050 ambition</p>	3	3	9	Joanna Ruffle



credit: ActiveSouthend

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
5	<p>ICT / cyber security / data protection</p> <p>Risk that a failure to ensure the Council has a coherent and comprehensive approach to cyber security, including data protection arrangements, and ensuring that staff have the necessary digital skills, that has been increased by the enforced remote working for most staff in response to covid-19, will result in a data breach or cyber-attack, leading to significant operational, financial and reputational damage to the Council.</p>	<ol style="list-style-type: none"> 1. New ICT operating model introduced with a specific Head of Security focussed on enhancing the Council's cyber security arrangements and enhanced structure to deliver improved digital arrangements. 2. Changes to processing of personal data and new processing, including COVID-19 related matters, risk assured in line with the Data Protection by Design and Default Policy and Procedure. 3. Multi-factor authentication has been implemented to reduce the risk of cyber breaches. 4. Senior Information Risk Owner – produces an Annual SIRO report on data protection to Cabinet 5. Annual Information Governance Toolkit assessment – report prepared from independent assessment 6. Regular reports to Good Governance Group and Corporate Management Team with reports to and minutes of meetings. 	3	4	12	Joanna Ruffle



credit: ActiveSouthend

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
6	<p>Covid-19 pandemic</p> <p>Risk that the Covid-19 pandemic causes an outbreak of ill-health in the Borough resulting in health and care services being unable to cope with the volume of cases, and significant disruption to the operational activities of the Council and other public service organisations in the Borough.</p>	<p>1. Civil contingency arrangements in place and ready to be utilised, including links into the Essex Resilience Forum and from there into central government. Testing of arrangements periodically undertaken and operated in action from March.</p> <p>2. Gold - Strategic command / Silver - Tactical / Bronze - Operational management arrangements in place and operating. Minutes / Issues log / Actions log maintained to capture, record and track progress with addressing issues.</p> <p>3. Business continuity plans in place for all service teams. BCPs reviewed annually and submitted to the Emergency Planning team and utilised in response to the covid-19 pandemic.</p> <p>4. The actions and minutes of the Health Protection Board and Outbreak Control Oversight and Engagement Board set up to implement and monitor the Local Outbreak Control Plan.</p> <p>5. Local contact tracing service is established in collaboration with Essex County Council. Under the guidance of Public Health England (PHE) regional team and supported by PHE's local health protection team, the Council will address complex cases utilising the Local Outbreak Control Plan that have been developed.</p>	3	4	12	Alison Griffin



CGI from Better Queensway transformation consultation

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
7	<p>Safeguarding responsibilities</p> <p>Risk that the Council will not be able to effectively deliver it's statutory safeguarding responsibilities as a result of a lack of understanding, resources and the additional challenges posed by lockdown as a result of covid-19, and that this causes a failure to deliver the outcomes anticipated for the vulnerable people that are in need of support.</p>	<ol style="list-style-type: none"> 1. Local Safeguarding Boards in place to complement and oversee the work of the Children's and Adult's services. 2. Principal Social Worker – lead role in assuring quality of policy and practice and ensuring adherence to key frameworks e.g. safeguarding 3. Review mechanisms in response to serious incidents – ensuring learning from Serious Case Reviews / Safeguarding Adults Reviews is embedded to minimise future risk. 4. Care Quality Arrangements – working alongside key partners e.g. NHS/CQC to ensure safe, good quality care provision 5. Getting to know your business to deliver a budget and performance review of services to assess levels of resourcing against the demand for services, and address the budget challenges. 	3	3	9	Michael Marks & Tandra Forster



CGI from Better Queensway transformation consultation

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
8	<p>Adapting to climate change</p> <p>Risk that failing to implement changes needed to reduce the Borough's carbon footprint will cause an inadequate contribution to the reduction in carbon emissions required. This will result in significant adverse impact on the Borough, and if the climate adaptation measures being implemented are also inadequate, there will be further implications for the Council in needing to respond to climate events in the Borough.</p>	<p>1. Low Carbon Energy and Sustainability Strategy 2015-20; member seminars; Cabinet; Scrutiny Committees; Council with delivery of strategy reported to and minutes of meetings. Updated strategy for 2020-25 drafted and being reviewed.</p> <p>2. Council declaration of a climate emergency in October 2019, providing initiatives to be pursued. A clear action plan to be produced which is open to scrutiny and followed up with reports to and minutes of meetings.</p> <p>3. Management oversight of Green City Southend 2050 outcome that includes carbon reduction activity through: reports to Theme leads, CMT and Cabinet with challenge at and minutes of meetings.</p> <p>4. Member Environmental Working Party with reports to and minutes of meetings.</p>	3	4	12	Larissa Reed



CGI from Better Queensway transformation consultation

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
9	<p>Health inequalities</p> <p>Risk that the implementation of the Mid and South Essex Health and Care Partnership (STP) proposals, and implementation of the Localities Model does not result in effective health and social care outcomes for residents resulting in increased health inequalities, worsening health outcomes and significant cost increases.</p>	<ol style="list-style-type: none"> 1. Mid and South Essex Health and Care Partnership with reports to and minutes of meetings. 2. South East Essex Alliance who alongside the Council provide a leadership role in understanding need and providing oversight and challenge of arrangements and delivery. 3. Health and Wellbeing Board that receive the Joint Strategic Needs Assessment (JSNA) that provides the intelligence needed to determine targeted action required, with reports to and minutes of meetings 4. Locality Transformation Group with reports to and minutes of meetings. 5. Corporate Management Team with reports to and minutes of meetings. 	4	3	12	Michael Marks



CGI from Better Queensway transformation consultation

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
10	<p>Child welfare</p> <p>Risk that failure to address the threats to children, particularly the vulnerable that face the greatest exposure to those threats, causes significant problems for those children, resulting in worsening outcomes for those in need of that support.</p>	<p>1. Children’s Safeguarding Board in place to complement and oversee the work of the Children’s service.</p> <p>2. Principal Social Worker – lead role in assuring quality of policy and practice and ensuring adherence to key frameworks e.g. safeguarding</p> <p>3 . Review mechanisms in response to serious incidents – ensuring learning from Serious Case Reviews is embedded to minimise future risk.</p> <p>4. Care Quality Arrangements – working alongside key partners e.g. NHS/CQC to ensure safe, good quality care provision</p>	3	3	9	Michael Marks



CGI from Better Queensway transformation consultation

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
11	<p>Housing</p> <p>Risk that a failure to implement plans to address rising homelessness and failure to implement the Housing, Homelessness and Rough Sleeping strategy will lead to further street and other homelessness, increased use of temporary accommodation & an inability to meet rising housing demand over the next 20 years, leading to worse outcomes for the residents and an inability to deliver the outcomes for the Borough desired by the Council.</p>	<p>1. Housing, Homelessness and Rough Sleeping strategy approved and being delivered. Progress reported to Cabinet, with reports to and minutes of meetings.</p> <p>2. Core Strategy and Local Development Plan in place with reports to and minutes of meetings.</p> <p>3. Cabinet and Scrutiny Panels review and challenge, with reports to and minutes of meetings.</p> <p>4. Member Housing Working Party with reports to and minutes of meetings.</p>	3	3	9	Tandra Forster



CGI from Better Queensway transformation consultation

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
12	<p>Adult social care</p> <p>Risk that difficulties being experienced in the adult social care market will cause provider failure and further difficulty in meeting increasing demand for support, resulting in worsening outcomes for those in need of that support.</p>	<p>1. The Council influences the market for care by signalling the future expectation of requirements through:</p> <ul style="list-style-type: none"> • Market Position Statement • Commissioning Strategies. <p>2. The Care Governance Process provides quality assurance arrangements, oversight and support for the local market, including external assessment of services through the Care Quality Commission.</p> <p>3. Provider Failure Policy in place to direct action in the event of provider difficulty.</p>	2	3	6	Tandra Forster



An option for the Pier Train Replacement campaign's competition

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
13	<p>Waste management</p> <p>Risk of contractor failing to meet contractual requirements to effectively manage waste arrangements results in a loss of service quality and additional financial liability for the Council.</p> <p>Further risk that the enhanced arrangements being sought from the new contract to be let will not provide a solution that will deliver the outcomes in respect of adaptation to climate change and recycling that is being sought by the Council.</p>	<ol style="list-style-type: none"> 1. Regular contract management meetings with suppliers with reports to and minutes of meetings. 2. Data set monitored by DMT / performance board and senior managers with reports to and minutes of meetings. 3. Cabinet and Scrutiny overview with reports to and minutes of meetings. 4. Delivery of new contract arrangements in progress, with consultancy support in place to deliver an options appraisal during 2020, as part of the work to deliver new arrangements from October 2023. 	3	3	9	Larissa Reed



Proposed Roots Hall development

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
14	<p>House building programme</p> <p>Risk that not achieving the development and delivery of the house building pipeline through effective engagement and arrangements with the market and developers that have been impacted by Covid-19, will result in an inability to deliver the anticipated housing supply, causing additional pressure on the housing market and an impact on the delivery of the desired outcomes of the Council.</p>	<ol style="list-style-type: none"> 1. House building pipeline in place and being managed. 2. Methodology for working with developers in place, to ensure that the right considerations are made about potential developers. 3. New partnership arrangements with developers being brought forward to address the changed market circumstances, as a result of Covid-19. 4. Regular reporting to Corporate Management Team and Cabinet, with reports to and minutes of meetings. 	3	4	12	Andy Lewis



Proposed Roots Hall development

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
15	<p>Regeneration and major projects</p> <p>Risk that failure of partners to progress major infrastructure developments (e.g. Queensway, Seaways, Fossett Farm and Airport Business Park) will result in not achieving delivery of the plans and necessary sequencing of developments, resulting in the dependencies for the chain of regeneration not being delivered and the opportunities for improvement of the borough and delivery of anticipated outcomes not being achieved, as well as significant financial and reputational damage to the Council.</p>	<ol style="list-style-type: none"> 1. Strategic planning for Borough in place and being managed. 2. Methodology for working with developers in place, to ensure that the right considerations are made about potential developers. 3. Project Board arrangements in place to govern progress with delivery, with reports to and minutes of meetings. 4. Regular and formal monitoring / reporting arrangements in place with key funders, such as the Local Enterprise Partnership (SELEP) and Homes England (HE). 5. Regular reporting to Corporate Management Team and Cabinet, with reports to and minutes of meetings. 	3	4	12	Andy Lewis



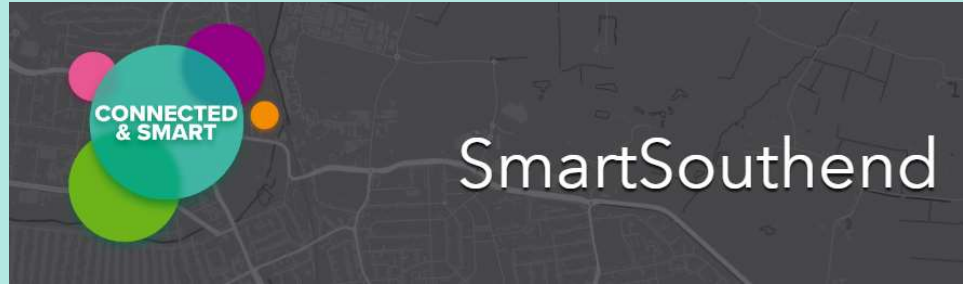
Proposed Better Queensway development

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
16	<p>Visitor destination</p> <p>Risk that the competing demands and needs of residents and visitors will impact in the Borough's ability to meet the needs of its residents or provide a suitable destination for visitors, and that covid-19 will impact on the ability of the borough to provide an attractive proposition for visitors, reducing visitor numbers with a resultant impact on the economic strength of the borough and employment opportunities for school leavers.</p>	<ol style="list-style-type: none"> 1. Tourism Strategy developed in partnership with key stakeholders on the Southend Tourism Partnership built on feedback from key stakeholders including residents and visitors 2. Cultural Strategy currently being refreshed built on feedback from key stakeholders including residents and visitors 3. Effective management of local attractions including engagement with key stakeholders 4. VisitSouthend website to promote events and attractions available to visitors. 5. Visit Southend Safely campaign to manage public expectations and behaviour to help ensure a safe, enjoyable visit, not that lockdown is being eased. 	3	3	9	Tandra Forster



Proposed Better Queensway development

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (Lxl)	Lead
			Likelihood	Impact		
17	<p>Economic recovery and income inequalities</p> <p>Risk that the impact of covid-19 lockdown reducing economic activity will cause a reduction in employment opportunities for 18-25 year olds and an increase in unemployment across the borough, particularly at the end of the furlough scheme. The impact is likely to be experienced unevenly across sectors with the retail, hospitality, leisure and tourism sector adversely affected causing further risk to traditional shopping centres and the town centre, as well as a further increase in income inequalities and disparity between different parts of the Borough.</p> <p>However, the phased reduction in lockdown provides the opportunity to attract new businesses and employers into the borough, providing new and additional employment that can contribute to the delivery of the ambition and outcomes for the borough.</p>	<ol style="list-style-type: none"> 1. Engagement with businesses, including but not limited to the Southend Business Partnership, to understand the impacts of the pandemic and potential interventions which may aid recovery 2. Engagement with funders of employment and skills projects to refocus delivery on job and business retention with associated changes to how projects are delivered to suit a virtual environment (e.g. SEBB, SECTA, A Better Start Southend WorkSkills, 60 Minute Mentor) 3. Development of potential funding bids with colleagues across the organisation and partners, to apply for external funding if and when it becomes available to support recovery 4. Development of ASELA proposition for inward investment offer for South Essex which initially focuses on retention and support 5. Engagement with the town centre 'Engineroom' partnership and the Business Improvement District (BID). 6. Development of a 'jobs strategy' to explore the role of the Council in retaining and growing jobs across the borough. 	4	4	16	Andy Lewis



credit: Forward Motion

CRR ref	Risk / Opportunity	Management (key controls and action to mitigate the risk / deliver the opportunity)	Risk Assessment (current score)		Risk rating (LxI)	Lead
			Likelihood	Impact		
18	<p>Local plan</p> <p>Risk that failure to meet deadlines and make sufficient progress in producing a Local Plan will lead to Secretary of State intervention, resulting in reputational damage to the Council and the potential imposition of unwanted planning policies, causing an inability to deliver upon the Council's outcome priorities that are dependent on the Local Plan shaping and influencing the proposals for developments that are brought forward in the future.</p>	<ol style="list-style-type: none"> 1. Local Plan delivery project arrangements in place with appropriate milestones and timelines to deliver the Local Plan. 2. Local Plan being aligned with the development of the Joint Strategic Plan and other key Council strategies (including Corporate Plan, Southend 2050, Housing Strategy, Climate Change Emergency Declaration). 3. Member Local Development Framework Working Party with reports to and minutes of meetings. 4. Regular reports to Corporate Management Team with reports to and minutes of meetings. 5. Reports to Cabinet with reports to and minutes of meetings. 	3	3	9	Andy Lewis

Southend-on-Sea Borough Council

Report of Executive Director (Neighbourhoods & Environment)

To

Cabinet

On

28 July 2020

Report prepared by: Simon Ford, Head of Community Safety

Agenda
Item No.

The Council's response to Cycling on Footway (Notice of Motion)

Relevant Scrutiny Committee(s): Policy and Resources
Cabinet Member (Community Safety): Councillor Martin Terry

1. Purpose of Report

To provide a response to the following Notice of Motion as proposed by Cllr Burzotta and Cllr Buck:

During the recent COVID-19 crisis, this town and many others have encouraged and seen increased participation in cycling and walking. This is to be welcomed. The increased participation in cycling and the continued Government encouragement for people to walk means that measures should be taken by this Council to ensure that pedestrians are protected in areas where they come into close contact with cyclists

This Council therefore resolves that it should:

1. Include the prohibition of cycling on footpaths and pedestrian areas within the Town Centre and Seafront Public Spaces Protection Order (PSPO).

2. Enable the Community Safety Team and other designated staff to issue fixed penalty notices for non-compliance.

2. Recommendations

2.1 That Cabinet support / agree a legal process to be introduced at Southend Council which allows Community Safety Officers or other Council Officers designated with CSAS accreditation status (Community Safety Accreditation Scheme) to issue Fixed Penalty Notices to individuals caught cycling on the footpath or in No Cycling zones – ***specifically Southend High Street and Southend seafront from Old Leigh to East Beach***

2.2 That Cabinet support / agree the introduction of a legal process at Southend Council which allows Community Safety Officers or other Council Officers

designated with CSAS accreditation status (Community Safety Accreditation Scheme) to issue Fixed Penalty Notices to individuals caught cycling on the footway or in No Cycling zones **across the whole Borough**.

- 2.3 That Cabinet agree not to include cycling on footpaths as an addition to the current PSPO prohibitions
- 2.4 That Cabinet acknowledge the Notice of Motion and seek further consultation with stakeholders and local community before making decision
- 2.5 That Cabinet monitor the new guidance / laws that are due from Government regarding the legal use of electric scooters and return to use of electric scooters on footpaths at a later date.

3. Background

- 3.1 The Covid 19 pandemic has seen / been the cause of significant increases in the use of bicycles and electric scooters across the Borough. Most users adhere to cycling lanes or dismount when approaching a 'No Cycling zone'. However, there are some that ride on the footpaths ignoring regulations and the safety of pedestrian footpath users. With the increase in both cycle and pedestrian traffic in Southend, particularly along the seafront and High St areas, the risk of accidents and crashes has heightened, and in the last two or three months a number of incidents by which cyclists and pedestrians have been injured as a result of a collision have occurred. Most of these incidents have happened when cyclists have been riding on the footpath.
- 3.2 The number of complaints received by the Community Safety Unit and Police in relation to dangerous cycling and or cycling on the footpath (including the use of hired electric scooters) continues to increase. On high footfall days, when pedestrian traffic is at its highest, such complaints are almost daily to officers on patrol.
- 3.3 In view of the incident and complaint increases, the council are looking to finalise a process which would allow Community Safety Officers (and other officers designated with CSAS accreditation status) to issue Fixed Penalty Notices to people cycling on the footway. This work has been taking place for some time and is near completion,
- 3.4 The process required includes a provision to prosecute an individual under criminal law if the individual failed to pay the fixed penalty fine (£50), including the right of the individual to appeal against a penalty notice issued. The legislation by which the process falls under includes s.54 of the Road Traffic *Offenders* Act 1988 (power to issue an FPN), and s72 of the Highways Act 1835 (offence of cycling on a footpath)
- 3.5 The use of electric scooters across the Borough is equally becoming a concern with similar type incidents / behaviours being reported. The Government has recently announced legalising the use of hired scooters on roads – but not footpaths. It would therefore be sensible to allow CSO's to issue FPN's for those caught riding electric scooters on a footpath and apply the same legal process.

- 3.6** Officers are confronted with footpath riders on daily basis. Currently they use their discretion as to how and when then engage with a cyclist or scooter rider. It is often the case that a loud verbal warning is enough for the offender to dismount. However, in some case the offenders simply ignore the warning and continue their journey. Granting CSO's with such powers, would send a strong signal to those offenders who continue to ignore the warnings and the regulations. Certainly, the active targeting by CSO's (with police support) of hotpsot zones such as the Cinder Path, Chalkwell Esplanade and Southend High Street, alongside strong media messaging, would likely impact on the current activity we have seen escalating over these past few months
- 3.7** The Notice of Motion focused on the geographical area of Southend seafront and Southend High Street. Within the above recommendations we would ask Cabinet to consider extending that area to the whole Borough in order that CSO's (or other designated CSAS officers) could tackle cycling on footpaths **in any area** of Southend.

4.0. Reasons for Recommendations

To ensure Cabinet has an opportunity to support the proposal (whether it be for specific zones only or the whole Borough) or seek further consultation with stakeholders. The Notice asks that the prohibition of cycling on footpaths be included in the current PSPO (public space protection order). This has not been included as a recommendation, as the consultation required to effect such, (compulsory under the PSPO legislation which would include both public and stakeholder), takes a considerable time (even if a locality is adding another prohibition to a current Order). Furthermore, the PSPO can only be area specific. For example, Chalkwell Esplanade, where a lot of footpath cycling takes place, is not covered within the PSPO footprint, nor is the Cinder Path. Therefore the quicker route to achieve this would be via CSAS accredited officers (which the CSO's are) and establishing an internal legal process, rather than adding to the current PSPO prohibitions.

5.0 Corporate Implications

- 5.1** Contribution to the Southend 2050 Road Map: encourage non-vehicular use across the Borough such as cycling – safely.

6.0 Financial Implications - Nil

- 7.0 Legal Implications** – as noted above. A legal process is required

8.0 People Implications - Nil

9.0 Property Implications - Nil

10.0 Equalities and Diversity Implications - Nil

11.0 Risk Assessment – Not required

12.0 Value for Money – Non specific

13.0 Community Safety Implications
Addressed in the report

14.0 Environmental Impact – none specific

15.0. Background Papers – none other than the Notice of Motion

Race

	Impact	Suggested mitigating action:
BAME	<ul style="list-style-type: none"> • People from BAME communities are being disproportionately affected by the virus. This includes healthcare workers, with the overwhelming majority of those who have died being from BAME communities. • BAME groups are overrepresented among critically ill Covid-19 patients, 35% of all critical patients (The Intensive Care National Audit and Research Centre) • Rapid data and evidence reviews have indicated that BME groups are at increased risk of developing and dying from COVID-29. The risk for Black African groups was 3.24 times higher than the general population; Pakistani groups by 3.29; Bangladeshi groups 2.21; Black Caribbean groups 2.21 higher, and Indian groups 1.7 times higher. • Causes appear to include overrepresentation in lower socio-economic groups, multi-family and multi-generational households, disproportionate employment in lower-band key worker roles, and co-morbidities (especially cardiovascular and diabetes). (Razaq, Harrison, Karunanithi, Barr, Asaria, Khunti, 2020) • 	<ul style="list-style-type: none"> • A Public Health England review into the disproportionate impact of COVID-19 on black, Asian and minority ethnic has been announced. It will explore thousands of health records to review COVID-19 impacts by ethnicity alongside measures such as deprivation, age, gender, and obesity. • Recommendations from BME groups to back review using local real-time data • Recommendation to record protected characteristics of all patients in hospital • value <p>Of 173,658 Southend residents in the 2011 census, non-white ethnicities form 8.1% of the population;</p> <ul style="list-style-type: none"> • 2.1% Mixed / Multiple ethnic group (3651) • 2.1% Black / African / Caribbean / Black British (3,647) • 1.04% Asian / Asian British: Indian (1,810) • 0.89% Asian / Asian British: Other Asian (1,554) • 0.62% Asian / Asian British: Chinese (1,084) • 0.61% Asian / Asian British: Pakistani (1,059) • 0.54% Asian / Asian British: Bangladeshi (933) • 0.51% Other Ethnic Group (897) • 0.09% Gypsy / Traveller / Irish Traveller (162).
BAME (particularly Chinese or perceived Chinese).	<ul style="list-style-type: none"> • Increase in hate crime 	<ul style="list-style-type: none"> • Support Police with messages around hate crime. • Messages that promote positive contribution of BAME people during the crisis. • DCC information on reporting is available at: https://www.devon.gov.uk/equality/reportincidents/hatecrime
BAME – asylum seekers	<ul style="list-style-type: none"> • Victims with ‘No Recourse to Public Funds’ face additional barriers and insecurity as they cannot access life-saving refuges and are barred from other forms of public support. 	<ul style="list-style-type: none"> • COVID 19 exempt from NHS charging – but need to ensure this is communicated to healthcare workers and people who may be concerned about receiving healthcare.
BAME with families	<ul style="list-style-type: none"> • Feeling trapped and isolated as unable to 	<ul style="list-style-type: none"> • Ensure BAME groups are included in district hub

abroad	<p>connect with families during reduced travel.</p> <ul style="list-style-type: none"> Sources of emotional and practical support reduced. 	<p>arrangements for targeted/community support.</p> <ul style="list-style-type: none"> All organisations with high level BAME workforce to promote workplace wellbeing support. A message of acknowledgement to all staff who have families overseas during this difficult time may make people feel that we are thinking of them.
BAME, young, carers	<ul style="list-style-type: none"> The workplace has changed since the 2008 economic crisis. 	<ul style="list-style-type: none"> Measures to mitigate financial hardship will be essential for gig economy workers – who still have very few protections in employment law, and are more likely to be younger, from an ethnic minority, or have caring commitments – if they must self-isolate. [EHRC]
Gypsy and travelling communities	<ul style="list-style-type: none"> Tend not to be registered with GP. Higher levels of poor health. Restricted movement leads to loss of income. Traditional travelling season starts as virus is predicted to peak. If they do move and encamp, community tensions could be higher than usual. In addition, may not be able to evict as quickly. Some campervan/motorhome users (not GRT) have been travelling/setting up encampments in order to distance themselves from others. This has a negative impact by bringing the virus to rural communities which are already disadvantaged by poorer access to services. However, while sites have been closed to prevent this it should be noted that some people live permanently on the road or live between two or more sites (but don't identify as GRT) and may be forced to live in unsuitable locations such as residential roads. issue of access to water on site. those on winter sites will still need to move. site visits could put people at risk. evictions will result in movement of people – could put people at risk. 	<ul style="list-style-type: none"> Targeted dialogue (nationally and locally) with GRT communities to ensure they understand what is happening and identify what support is needed for those who will need to be shielding. Monitor impact of holiday site closures on people permanently resident in campervans/mobile homes. If necessary, open sites in suitable areas to allow access for this cohort. <p>Existing encampments:</p> <ul style="list-style-type: none"> exploring provision of water bowser. •reduce site visits to 'essential only' and observe social distancing rules. only evict if absolutely necessary. This article in the Irish Times highlights the issues faced by travelling communities. It gives examples, such as Galway City Council established a dedicated unit to monitor the impact of the pandemic on Travellers. It has provided extra portaloos, repaired heating where broken and provided alternative off-site accommodation to families in overcrowded conditions. Twice-weekly teleconferences between HSE Traveller Health Units and Traveller groups had "been really good... [allowing] local groups to raise issues as they emerge".
SBC Provision	<ul style="list-style-type: none"> Southend Coronavirus Action on 01702 212497 –our local hub is providing the local infrastructure to deliver supplies to those people with no other means of support and to ensure that no-one slips through the net. Residents are also able to access financial help, benefits, employment support and housing advice. 	

Disability

	Impact	Suggested mitigating action:
All disabilities	<ul style="list-style-type: none"> • Shielded individuals face increased mental health risks in prolonged isolation. This is seen in reporting, as a third of disabled adults reported spending too much time alone during shielding. • Non-shielded yet vulnerable individuals may face increased risk to contracting COVID-19 if making additional visits to access health services. • COVID-19 related deaths are not routinely being published for this group, in line with other protected groups. • 45.1% of disabled adults felt worried about COVID-19 vs a third of non-disabled adults. Two thirds (64.8%) felt COVID-19 concerns affected their wellbeing (Opinions and Lifestyle survey, ONS, 2020). 	<p>PHE is analysing COVID-19 deaths of people with learning disabilities and autism.</p> <ul style="list-style-type: none"> • A learning disabilities mortality review will publish COVID-19 data. •
Deaf people/Hard of Hearing	<ul style="list-style-type: none"> • Limited understanding of English; require information in BSL. • Very little information about coronavirus has been made available/promoted in BSL. • Encouraging/use of phone contact during social isolation – not suitable for people with profound/severe hearing loss. Facemasks are problematic for people who lip read. 	<ul style="list-style-type: none"> • Provide important information in BSL video or Easy Read. BSL should be made available where this could be considered a ‘reasonable adjustment’. • Provide BSL interpreter ‘in vision’ signing as part of important spoken word video/TV. Subtitles are NOT accessible to Deaf people. • Ensure staff/volunteers have basic BSL skills and know how to access a remote video interpreting service if they are likely to come into contact with Deaf people (for example, if dropping off supplies to home of Deaf resident as part of targeted support for people who are shielding). • Provide BSL video versions for key information on websites. Alternatively, allow Deaf people to access the remote video interpreting service (via a link on the webpage) in order to have key information about the pandemic from the website translated where this isn’t already provided in BSL video (it is probably more cost effective to produce BSL video translation for static information if there is demand). • Include options for SMS contact to helplines etc. • Recognise that for some, face to face visiting is the only

		<p>option. (Find out who these people are).</p> <ul style="list-style-type: none"> • Provide SMS and email contact routes. • Provision of clear face masks needed. • Hearing assistive technology products available to purchase via the Action on Hearing Loss online shop.
SBC Provision	<ul style="list-style-type: none"> • SBC can provide information in different formats such as large print, Braille, British Sign Language and in the many different languages and dialects spoken in Southend. • British Sign Language resources on Home Isolation produced by Public Health England. Public Health England have released new British Sign Language (BSL) guidance. PHE campaign resources in BSL: • https://campaignresources.phe.gov.uk/resources/campaigns/101/resources/5080 • BSL users can talk to NHS111 using the InterpreterNOW app (registration is required). They can also connect via a PC or laptop. 	
Partially sighted/Blind	<ul style="list-style-type: none"> • Cut off because suitable means of communication not as widely available and familiar things may change and put them at risk, e.g. shop layouts, items on shelves. If alone, will be wary of opening door to strangers. 	<ul style="list-style-type: none"> • Priority/first tranche group for targeted support for people who are shielding? • Ensure written information available in audio and large print where required, or via phone contact. • Ensure web based information is compliant with new web accessibility legislation so that it works with screen-readers •
SBC Provision:	<ul style="list-style-type: none"> • The Southend Coronavirus Action (SCA) Helpline has launched. This is for residents that may need support and help with basic tasks like grocery shopping/picking up medication, or who feel isolated and do not have a local support network in place. • Helpline advertised via a radio campaign 	
Long term health condition, but not in coronavirus high risk group	<ul style="list-style-type: none"> • Difficulties getting prescription medicines 	<ul style="list-style-type: none"> • Local volunteer prescription delivery support
SBC Provision	<ul style="list-style-type: none"> • Redeployed council staff working on the helpline have also arranged for prescriptions and medicines to be delivered. 	
Community support initiatives – dropping off prescriptions Learning disability or limited English language	<ul style="list-style-type: none"> • Lack of translations or information in Easy Read from central government (only one example seen so far – 25th March). • Complex and changing information difficult to understand and follow. • Potential higher risk of falsely reported visitors – There were 8 reports of ‘residential visitors’ made (25/03/20 - 05/04/20). 	<ul style="list-style-type: none"> • Use consistent, plain English in all communications • Provide written/online information in Easy Read format. • Include an ‘alternative format statement’ in all correspondence. • Provide information in foreign language on request or if it is known the person requires it. • Ensure call centres have access to, and know how to use, a foreign language telephone interpreting service. • Promote any government/official guidance that is provided in alternative formats/languages, for example: https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance https://campaignresources.phe.gov.uk/resources/campaigns/101/resources/5080

		<ul style="list-style-type: none"> • Hand washing guidance in Easy Read, Larger Print and BSL https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people • https://www.doctorsoftheworld.org.uk/coronavirus-information/# Information in more community languages, matches NHS guidelines and they are currently translating the Stay at Home guidance too •
SBC provision:	<ul style="list-style-type: none"> • SBC can provide information in different formats such as large print, Braille, British Sign Language and in the many different languages and dialects spoken in Southend. • Southend Coronavirus Action on 01702 212497 – this is our local hub and is providing the local infrastructure to deliver supplies to those people with no other means of support and to ensure that no-one slips through the net. 	
SEN – disability/young people	<ul style="list-style-type: none"> • The reduced number of children still able to attend school will only constitute a small proportion of all children with special educational needs, and the dispensation for councils to reduce support to these pupils will have a profound impact on families. 	<ul style="list-style-type: none"> • Such decisions should be taken only when ‘strictly necessary’ and for the shortest time possible, as set out in the legislation. [EHRC • Relaxed regulations enabling this group to exercise more frequently than others throughout lockdown has been effective.
Neurodiversity and all groups with communication difficulties	<ul style="list-style-type: none"> • Lack of direct instruction and use of metaphor unhelpful. • Inconsistencies in messages can be confusing. • There have been numerous cases of information being changed slightly – for example “avoid all non-essential contact and travel” became “avoid all contact and non-essential travel” on BBC Spotlight. These subtle changes in the message can cause confusion. • Changes between 7 day and 14 day isolation has confused people as has “essential work”, “travel to work when it can be done at home” and “critical work”. 	<ul style="list-style-type: none"> • Use plain English. Be direct – don’t shy away from giving people firm instruction. • Stick to the script. • Be consistent and avoid changing messages without being clear of the reasons for the change. • Ask that news/media follow these principles too • Resource:https://www.dimensionsforautism.life/devon-autism-guide • PHE is analysing COVID-19 deaths of people with learning disabilities and autism.
Neurodiverse people/autistic people	<ul style="list-style-type: none"> • Disabled people find change in routine particularly difficult. • For autistic people, change can be traumatic. For example, autistic people are selective eaters and panic buying has resulted in certain food items becoming unavailable. This will create stress not 	<ul style="list-style-type: none"> • Carefully consider who will be a point of contact for neurodiverse people and provide training where necessary in targeted support for people who are shielding. • Find out if able to meet needs of selective eaters if distributing food parcels. • Wellbeing support for parents/carers under strain.

	<p>only for an autistic person but also their parent/carer or people living with them.</p> <ul style="list-style-type: none"> • They may also be selective about who they speak to and prefer to have the same care worker/point of contact. • (is there someone around use of PPE and masks being a particular issue for those with autism?) 	
<p>Neurodiverse people/autistic people/dementia</p>	<ul style="list-style-type: none"> • People arrested (and released) for complex behaviour associated with the current situation (25th March - 3 in Devon to date). • Staying indoors might not be possible and thus they are putting themselves and others at risk. But to take a punitive approach would not be helpful here either. • Those with ADHD may need a lot of exercise and may need to go out more than once a day for exercise. • Anxiety caused from the disruption to routine is already causing people difficulty sometimes with the result of 'meltdown' which can result in verbal or physical aggression. • Those who are not known to social care may struggle to engage with the various social networks that are being set up to support communities so are more at risk of isolation resulting in lack of essentials such as food and medication if they are ill. • It will be difficult for some care homes with specific resident groups such as learning disabilities / dementias to adhering to isolation advice and policies, some residents will not understand / comply with the advice. 	<ul style="list-style-type: none"> • Advise the police that autistic people and especially those with ADHD may find it difficult to comply with instructions that they cannot comprehend, and because they perceive the world differently and may have very fixed thinking patterns, it is not always easy or even possible to sway their thinking. • Advise the police to receive autism training for example, not to touch. • Work with autistic/ADHD people to try and help them understand that what they consider important might not be so important in the current circumstances.
<p>Dementia</p>	<ul style="list-style-type: none"> • Difficulties coping with change – 	<ul style="list-style-type: none"> • Priority/first tranche for targeted support for people who

	<p>particularly where items in shops are no longer available.</p> <ul style="list-style-type: none"> • Family members unable to visit and check in on relatives • Day centres closed creating additional pressure of carers 	<p>are shielding?</p>
<p>Mental Health</p>	<ul style="list-style-type: none"> • Adjustments to delivery of psychological services • Effects of confinement and social distancing – specific challenges for those with existing MH concerns, children, those with ASD. • Impact of job insecurity • Management of psychological difficulties incl. PTSD, confusion. <p>SBC Internal workforce Impact on our colleagues due to:-</p> <ul style="list-style-type: none"> • Social distancing • Homeworking • Lockdown 	<ul style="list-style-type: none"> • Appropriate and effective use of online services • Mitigation of social isolation through promotion of online/telephone services • Promotion of physical activity/exercise • Mental health and domestic abuse support contacts. • SBC staff - considerations include promoting organisational well-being for remote workforce. Promotion of individual and team self-care practices and MH first aider peer support.

Gender, Gender reassignment, Sexual orientation, and Pregnancy

	Impact	Suggested mitigating action:
All, with women and LGBT as high risk groups	<ul style="list-style-type: none"> • Increase in rates of domestic violence and abuse during shielding/lockdown. • Could be fuelled by loss of income, increase in anxiety leading to drug/alcohol abuse and anger/frustration. • Abusers could take advantage of victim’s reduced social interaction with others. Lockdown/shielding will be terrifying for people already in abusive relationships. • Women are also at higher risk of increased sexual exploitation and abuse during pandemics. • Adolescent girls can be at increased risk of forced marriage, FGM and abuse during school closure. In some cases FGM has been used against lesbian/gay women. 	<ul style="list-style-type: none"> • Maintain dialogue with DVA agencies. • May need additional housing for DVA victims needing to isolate. Utilise empty holiday properties? • Communications about DVA (target perpetrator behaviour as well as where to get help for victims). • Look at innovative examples in China and Italy of utilising technology to address DVA. • For SBC staff: Remind staff and managers that they should speak to their manager if homeworking is not for them, alongside signposting to the sources of support for people (http://seattle/Pages/working-from-home-guidance.aspx). For people who need to maintain a degree of social distancing make adjustments such as allowing staff to drive in five days a week (where car parking restrictions apply) and to book a small meeting room from which to work/be given access to a small room such as a manager’s office.
SBC Provision	<ul style="list-style-type: none"> • A “Stay Safe at Home” campaign has been launched countywide by Essex Police. This is being shared by the Council. Part of the campaign focuses on domestic abuse and this part will be communicated locally. • Southend Coronavirus Action on 01702 212497 –our local hub is providing the local infrastructure to deliver supplies to those people with no other means of support and to ensure that no-one slips through the net. 	
LGBT	<ul style="list-style-type: none"> • Cohort already experience higher levels of loneliness and poor mental health. • Intersectionality of LGBT needs to be noted. • School/youth group closures and lockdowns could impact badly on LGBT youth – if not ‘out’ in family. Risk of isolation, self-harming etc. and unsafe online activity to socialise. Also an issue for adults in households where feel isolated from other LGBT people. • Social distancing’ policies of providers might have a greater impact for LGBT older people who rely on their external social networks for advocacy/ social contact in care settings 	<ul style="list-style-type: none"> • Help promote and support LGBT helplines and services linking up LGBT people to provide social contact over the phone/online. • Support LGBT youth organisations to provide safe means for LGBT young people to stay in touch. • Mitigation of potentially negative impact - include issues for equality groups in guidance and communications for inspectors and providers– based on providers assessing how to reduce social isolation for each person through care planning.

<p>Gender reassignment</p>	<ul style="list-style-type: none"> • ‘Social distancing’ policies of providers might have a higher impact for trans older people who rely on their external contacts for advocacy/ social contact in care settings • COVID-19 may have an impact on hospital bed availability which may have an impact on hospital accommodation issues for trans people (eg. availability of suitable bed space). • Social distancing policies of providers might have a higher impact for trans older people who have experienced discrimination and this may reinforce a sense of stigma. 	<ul style="list-style-type: none"> • Help promote and support LGBT helplines and services linking up LGBT people to provide social contact over the phone/online.
<p>Women, young people, neurodiverse/learning disability, homeless, mental ill health etc.</p>	<ul style="list-style-type: none"> • Possible increased risks of modern slavery/trafficking and cuckooing as fewer people out and about things may go unnoticed. • Perpetrators will take advantage of fewer visitors to a vulnerable person’s home. • Evidence of exploitation of domestic workers in other countries – e.g. being forced to work without a break. 	<ul style="list-style-type: none"> • Train postal workers and delivery drivers in spotting signs as these workers remain out and about. The same action could be taken to raise awareness of safeguarding and DVA.
<p>Women</p>	<ul style="list-style-type: none"> • Women make up the majority of the frontline health and social care workforce, so may be disproportionately likely to contract COVID19 • Women are more likely to be informal carers for older or disabled people, who are more likely to have serious illness as a result of COVID 19. • Women still bear the majority of caring responsibilities for both children and older relatives. With schools and nurseries now closing, the need for this unpaid work will only increase in the weeks to come. • Shortage of care services (childcare, healthcare, elderly care) will have a disproportionate impact on women as providers of unpaid care work. Coronavirus will exacerbate a situation where cuts to public spending have already fallen on women. [Amnesty] • There may be lapses in breast/cervical screening, increasing cancer risks. • Reluctance/inability to access sexual health clinics including dealing with unplanned pregnancy • According to the Institute of Fiscal Studies the low-paid, young people and women in the UK are likely to be the hardest hit by the coronavirus shutdown. women were a third more likely to work in a sector now shut down. 17% of female 	<ul style="list-style-type: none"> • Women, including those who are pregnant and on maternity leave, should not be disadvantaged in their careers by following government advice to stay at home. [EHRC] • Clarity over attending screening/written reminders. • Clarity over accessing sexual health and family planning centres.

	<p>employees were in such sectors, compared to 13% of male employees.</p> <ul style="list-style-type: none"> • Southend has 93,100 females, 56,200 are of working age, and 50,100 are economically active. 	
Men	<ul style="list-style-type: none"> • Studies have shown that more men are being affected by COVID-19 than women. The WHO has reported that 63% of deaths have been among men. • 66.35% of COVID-19 deaths in Southend were male between 1st March and April 11th. • Between 1st March and 11th April, mortality rates for males and females are recorded as being higher than the WHO 63%. Of 80 confirmed COVID-19 deaths in Southend during this period, 53 were male, and 27 female. • There have been 329 total deaths by all causes in Southend during the same period. This includes COVID-19 confirmed cases, any potentially unconfirmed cases, and all other causes. Of these 329 deaths, 174 were males and 155 females. • Southend has 89,400 males, 55,500 are of working age (16-64), and 50,100 are economically active. 	<ul style="list-style-type: none"> • A Public Health England review has been announced. It will explore thousands of health records to review COVID-19 impacts, this will include gender, alongside measures such ethnicity, deprivation, age, and obesity.

	Impact	Suggested mitigating action:
Marriage and civil partnership	<ul style="list-style-type: none"> • No differential impact 	<ul style="list-style-type: none"> • N/A

Marriage and civil partnership

Religion or Belief

	Impact	Suggested mitigating action:
Faith/religion and belief	<ul style="list-style-type: none"> • Excess death – ability to observe religious practice at end of life / funeral. • “Social distancing” policies might have different impacts e.g. in terms of end of life care for people in different religious groups, for example, where it is more important in some religions that the person sees either their family or a religious or spiritual leader or official when they are nearing death. • Mosaic data for Southend identifies the groups more likely to be part of a religious group. These three groups are all aged 56-80, and include: <ul style="list-style-type: none"> - Elderly people with assets who are enjoying a comfortable retirement (11.4% of Southend’s households). - Families in large detached homes (6.98% of Southend’s households). - Residents of settled urban communities (4.98% of Southend’s households). 	<ul style="list-style-type: none"> • Consult with faith/belief groups on plans/policy. • Check guidance such as https://religionmediacentre.org.uk/factsheets/death-funeral-rituals-in-world-religions/ but note that cremation is not acceptable under Islam. • Additional information from Muslim Council of Britain: https://mcb.org.uk/community/burialfaqs/ - in particular note the potential need to identify land for burial.
SBC Provision	<ul style="list-style-type: none"> • Two groups have been set up, one for the community at which council representation is not requested and, another for the local authority leads. • Excess death support is to work closely with faith groups and community leads. 	

Socio-Economic

		Suggested mitigating action:
Low income families	<ul style="list-style-type: none"> • ‘Panic buying’ has had an impact on low income families who are unable to stockpile – leaving them with empty shelves when they need to pick up their essentials for the day/week. This mean them having to make more trips than usual to a shop. • They may also be more dependent upon public transport and be in lower income jobs – some of these are essential such as caring and retail (groceries). • 6.15% (4963 households) of Southend’s 80,758 households fall within the grouping of ‘Families with limited resources who budget to make ends meet’. Characteristics of this grouping include; age 31-35, Terraced property, Household income <£15k, with children, Limited resources, Low cost home ownership/renting, Squeezed budgets. • According to the Institute of Fiscal Studies the low-paid, young people and women in the UK are likely to be the hardest hit by the coronavirus shutdown. Low earners are 7x more likely to have worked in a sector that is now shut down. A third of employees in the bottom 10th of the earnings distribution work in shut down sectors versus just 5% of those in the top ten per cent. 	<ul style="list-style-type: none"> • Community support – foodbanks. Wider initiatives being implemented such as supermarket rationing and government support e.g. council tax relief. • Keeping allotments open – many people on low income ‘grow their own’ and this will help maintain food supply/alleviate pressure off of shops during growing season, and contribute to good health and wellbeing. Social distancing can be enforced on allotments by asking people to stay strictly on their own plots and having a safe system of unlocking the gate
SBC Provision	<ul style="list-style-type: none"> • Free school meals • Foodbanks • Southend Coronavirus Action on 01702 212497 –our local hub is providing the local infrastructure to deliver supplies to those people with no other means of support and to ensure that no-one slips through the net. 	
Rural communities	<ul style="list-style-type: none"> • Rural and urban communities are very different. Social distancing is much easier to apply in a rural setting. Policies which are applied to address social distancing issues in an urban setting could have an unnecessary disproportionate economic/wellbeing impact in a rural setting. 	<ul style="list-style-type: none"> • Alert government of any policies where it could be beneficial to adapt a different approach in a rural setting.
Homeless people	This group is more at risk of illness/ill health in general, and	<ul style="list-style-type: none"> • Targeted support via homeless

<p>(not a protected group but still needs consideration – often mental health/neuro-diverse/care leavers/ex-army)</p>	<p>may be unable to self isolate or maintain social distancing. There may be challenge in accessing information and advice.</p> <ul style="list-style-type: none"> • Tensions amongst the homeless community who may have experienced a drop in income from reduced city centre footfall have been reported to Devon and Cornwall Police 	<p>charities/district housing staff.</p> <ul style="list-style-type: none"> • Availability for accommodation via empty hotels/B&Bs •
<p>SBC Provision:</p>	<ul style="list-style-type: none"> • All known rough sleepers were placed into accommodation. A media release was issued and can be read on our website 	

Carers / People with caring responsibilities

	Impact	Suggested mitigating action:
Carers	<ul style="list-style-type: none"> The clearing of hospitals to make way for coronavirus patients by releasing people early will put strain on those who care for others. Changes to the quality or availability of health and social care services during the COVID 19 outbreak are likely to have an impact on informal carers. 	<ul style="list-style-type: none"> Ensure care plans are in place and information is provided on where to get support/adaptive aids. Our response to the preparedness of services to deal with increased numbers of people will have an impact on carers

Further Reading:

- LGIU, Local government and Covid-19: issues for disadvantaged groups:
<https://lgiu.org/briefing/local-government-and-covid-19-issues-for-disadvantaged-groups/>
- [BBC News: Are minorities being hardest hit by coronavirus?](#)
- [BMJ blog: How can we involve communities in managing the Covid-19 pandemic?](#)
- [Coronavirus \(COVID-19\) guidance for the charity sector](#)
- [Guidance on Hardship Fund](#)
- [Mayor of London: Information on Covid-19 for non-UK nationals](#)
- [Race Equality Foundation: Coronavirus information and resources](#)
- [Runnymede Trust: Coronavirus will increase race inequalities, Zubaida Haque](#)
- [Scottish Community Development Centre: What community groups are telling us about their response to Covid-19](#)
- [Scottish government emergency help for those most affected by coronavirus](#)
- <https://www.equalityhumanrights.com/en/our-work/blogs/how-were-responding-coronavirus-pandemic>
- [https://www.newLawjournal.co.uk/content/covid-19-impact-on-protected-groups](https://www.newlawjournal.co.uk/content/covid-19-impact-on-protected-groups)
- <https://www.bps.org.uk/blogs/guest/psychological-impact-social-distancing-gender-sexuality-and-relationship-diverse>
- <https://www.bps.org.uk/sites/www.bps.org.uk/files/Policy/Policy%20-%20Files/Responding%20to%20the%20coronavirus%20-%20psychological%20impact%20on%20older%20people.pdf>
- <https://www.bps.org.uk/sites/www.bps.org.uk/files/Policy/Policy%20-%20Files/Coronavirus%20and%20UK%20schools%20closures%20-%20support%20and%20advice.pdf>
- <https://www.cebm.net/wp-content/uploads/2020/05/BAME-COVID-Rapid-Data-Evidence-Review-Final-Hidden-in-Plain-Sight-compressed.pdf>

Southend-on-Sea Borough Council

Report of Executive Director (Neighbourhoods & Environment)

To

Cabinet

On

28 July 2020

Report prepared by: Simon Ford, Head of Community Safety

Agenda
Item No.

The Council's response to Overnight Camping (Notice of Motion)

Relevant Scrutiny Committee(s): Policy and Resources
Cabinet Member (Community Safety): Councillor Martin Terry

1. Purpose of Report

To provide a response to the following Notice of Motion as proposed by Cllr Davidson and Cllr Cox:

This Council shares public concern about the recent traveller incursions illegally occupying public open spaces and other areas in the Borough.

By their very nature, our public open spaces need to remain open and accessible to residents. Whilst the council uses a number of methods to seek to prevent illegal encampments on our public open spaces, this is difficult to achieve without stopping residents from accessing them.

The council therefore seeks to achieve a balance between actively discouraging illegal encampments and maintaining access for residents from those who are determined to set up illegal encampments without affecting residents' rights of access to their public open spaces.

This Council therefore resolves that it should:

1. Introduce a Public Spaces Protection Order which requires no person shall camp or sleep overnight with or without a tent, or using a motor or other vehicle, caravan or any other mobile or static structure [in a public place to which the public or a section of the public has or is permitted to have access, whether on payment or otherwise] without the express prior written consent of the Council.

2. Recommendations

- 2.1** That Cabinet note the proposed NOM and note the current inability of either the council or the police to enforced a Public Spaces Protection Order as set out in the Notice of Motion.
- 2.2** That Cabinet continue to support / agree the current process by which the Council and Essex Police approach traveller sites / the traveller community in Southend.

3. Background

- 3.1** The Borough of Southend has had a history of traveller incursions and continues to do so as do many other localities across Essex and nationally. By no means is Southend considered one of the Counties 'hotspots' for traveller sites, or consistently targeted in large numbers by the traveller community. The Borough tends to experience annually, a limited number of incursions at various sites across the Borough. Generally, this happens more in the summertime.
- 3.2** So far in 2020, the Borough has had 5 incursions at sites which have included Trinity Sports Ground, Shoebury Park and St Marys Field. In each of these sites Essex Police and the Council work together through a recognised legal process which seeks to evict the travellers gathered.
- 3.3** The current eviction process is a collaborative approach between Essex Police and the council. The police have advised that they consider our current process to be the best course of action to *safely* engage and evict any incursion. It is one that is used across Essex and the UK by many police and council teams.
- 3.4** Police and Council teams recognise that the current process can be slow in relation to turn around times from incursion to eviction, but generally the community, once served notice, or warned that notice is going to be served, leave on their own accord. Very rarely (certainly in Southend) have police and council teams had to forcibly evict travellers from a site. A forcible eviction is something that is not favoured by Police, in that it can lead to escalation of violence and property damage, including the risk of injury to officers. The current eviction process is implemented quickly upon intelligence being received that travellers have camped at any site in Southend. Normally incursions take place in the evening, which is followed swiftly by police and council teams visiting the site the very next day. Whilst the eviction process gets under way, police and council teams will monitor the site daily.

4.0. Reasons for Recommendations

- 4.1** Introducing a Borough wide PSPO to prohibit overnight camping (primarily aimed at the traveller community) would be extremely difficult to secure and to enforce. The PSPO process in itself is a lengthy process which involves wide stakeholder and public consultation. Furthermore, courts across the nation rarely allow, if ever, *locality wide PSPO prohibitions*. Locality wide PSPO's if being considered are often rigorously challenged by various groups such as Liberty.

4.2 PSPO's are designed to target persistent anti-social behaviour issues within a **defined area** of a locality such as town centre, a seafront or a park (supported by substantive evidence of the activity in that specific location). This is referred to as the PSPO zone. Listed prohibitions are contained within the PSPO, which if breached, allow police and community safety officers to issue Fixed Penalty Notices to the perpetrator once name and address have been verified. The perpetrator has a two week period to pay the FPN fine or appeal. If the perpetrator fails to pay the fine – a prosecution file is sent to court (either led by the council or police legal teams). In Southend, there is a current PSPO in place which covers the town centre and seafront areas. The PSPO contains a number of prohibitions (see attached Order).

4.3 To introduce a PSPO which prohibited overnight camping across the whole Borough would not only be a significant challenge to achieve, but extremely difficult to enforce (specifically if it were to address traveller incursions). As mentioned above, breaching a PSPO requires an officer (police or community safety) to verify the offenders name and address in order to serve the FPN. To effect this process on a camp of travellers (sometimes up to 20 vans) and verify each families name and address would be virtually impossible and impractical. (not to mention officer safety). Even if that were to be completed, the likelihood of any of them paying the fine or being summoned for court attendance (and attending) would be extremely unlikely. Introducing such a process would potentially create an administrative monster for legal teams - which ultimately could interfere with the normal route of legal eviction.

5.0 Corporate Implications

5.1 Southend Borough Council are represented on Essex Countywide Council's Traveller Community Engagement Group which monitors and looks at how localities across Essex both provide support and prosecute (evict) traveller families. There is unlikely to be support for this action as it is unenforceable

6.0 Financial Implications - Nil

7.0 Legal Implications – as noted above.

8.0 People Implications - Nil

9.0 Property Implications - Nil

10.0 Equalities and Diversity Implications –

10.1 Detailed E and D risk assessments would have to take place if the Council were to target traveller communities through PSPO route. Likely challenge by groups such as Liberty

11.0 Risk Assessment – yes

12.0 Value for Money – Non specific

13.0 Community Safety Implications
Addressed in the report

14.0 Environmental Impact –

14.1 recognised that such groups can at times cause significant damage and detritus whilst sited at locations across the Borough

15.0. Background Papers – Southend’s current PSPO

Race

	Impact	Suggested mitigating action:
BAME	<ul style="list-style-type: none"> • People from BAME communities are being disproportionately affected by the virus. This includes healthcare workers, with the overwhelming majority of those who have died being from BAME communities. • BAME groups are overrepresented among critically ill Covid-19 patients, 35% of all critical patients (The Intensive Care National Audit and Research Centre) • Rapid data and evidence reviews have indicated that BME groups are at increased risk of developing and dying from COVID-29. The risk for Black African groups was 3.24 times higher than the general population; Pakistani groups by 3.29; Bangladeshi groups 2.21; Black Caribbean groups 2.21 higher, and Indian groups 1.7 times higher. • Causes appear to include overrepresentation in lower socio-economic groups, multi-family and multi-generational households, disproportionate employment in lower-band key worker roles, and co-morbidities (especially cardiovascular and diabetes). (Razaq, Harrison, Karunanithi, Barr, Asaria, Khunti, 2020) • 	<ul style="list-style-type: none"> • A Public Health England review into the disproportionate impact of COVID-19 on black, Asian and minority ethnic has been announced. It will explore thousands of health records to review COVID-19 impacts by ethnicity alongside measures such as deprivation, age, gender, and obesity. • Recommendations from BME groups to back review using local real-time data • Recommendation to record protected characteristics of all patients in hospital • value <p>Of 173,658 Southend residents in the 2011 census, non-white ethnicities form 8.1% of the population;</p> <ul style="list-style-type: none"> • 2.1% Mixed / Multiple ethnic group (3651) • 2.1% Black / African / Caribbean / Black British (3,647) • 1.04% Asian / Asian British: Indian (1,810) • 0.89% Asian / Asian British: Other Asian (1,554) • 0.62% Asian / Asian British: Chinese (1,084) • 0.61% Asian / Asian British: Pakistani (1,059) • 0.54% Asian / Asian British: Bangladeshi (933) • 0.51% Other Ethnic Group (897) • 0.09% Gypsy / Traveller / Irish Traveller (162).
BAME (particularly Chinese or perceived Chinese).	<ul style="list-style-type: none"> • Increase in hate crime 	<ul style="list-style-type: none"> • Support Police with messages around hate crime. • Messages that promote positive contribution of BAME people during the crisis. • DCC information on reporting is available at: https://www.devon.gov.uk/equality/reportincidents/hatecrime
BAME – asylum seekers	<ul style="list-style-type: none"> • Victims with ‘No Recourse to Public Funds’ face additional barriers and insecurity as they cannot access life-saving refuges and are barred from other forms of public support. 	<ul style="list-style-type: none"> • COVID 19 exempt from NHS charging – but need to ensure this is communicated to healthcare workers and people who may be concerned about receiving healthcare.
BAME with families	<ul style="list-style-type: none"> • Feeling trapped and isolated as unable to 	<ul style="list-style-type: none"> • Ensure BAME groups are included in district hub

abroad	<p>connect with families during reduced travel.</p> <ul style="list-style-type: none"> Sources of emotional and practical support reduced. 	<p>arrangements for targeted/community support.</p> <ul style="list-style-type: none"> All organisations with high level BAME workforce to promote workplace wellbeing support. A message of acknowledgement to all staff who have families overseas during this difficult time may make people feel that we are thinking of them.
BAME, young, carers	<ul style="list-style-type: none"> The workplace has changed since the 2008 economic crisis. 	<ul style="list-style-type: none"> Measures to mitigate financial hardship will be essential for gig economy workers – who still have very few protections in employment law, and are more likely to be younger, from an ethnic minority, or have caring commitments – if they must self-isolate. [EHRC]
Gypsy and travelling communities	<ul style="list-style-type: none"> Tend not to be registered with GP. Higher levels of poor health. Restricted movement leads to loss of income. Traditional travelling season starts as virus is predicted to peak. If they do move and encamp, community tensions could be higher than usual. In addition, may not be able to evict as quickly. Some campervan/motorhome users (not GRT) have been travelling/setting up encampments in order to distance themselves from others. This has a negative impact by bringing the virus to rural communities which are already disadvantaged by poorer access to services. However, while sites have been closed to prevent this it should be noted that some people live permanently on the road or live between two or more sites (but don't identify as GRT) and may be forced to live in unsuitable locations such as residential roads. issue of access to water on site. those on winter sites will still need to move. site visits could put people at risk. evictions will result in movement of people – could put people at risk. 	<ul style="list-style-type: none"> Targeted dialogue (nationally and locally) with GRT communities to ensure they understand what is happening and identify what support is needed for those who will need to be shielding. Monitor impact of holiday site closures on people permanently resident in campervans/mobile homes. If necessary, open sites in suitable areas to allow access for this cohort. <p>Existing encampments:</p> <ul style="list-style-type: none"> exploring provision of water bowzers. •reduce site visits to 'essential only' and observe social distancing rules. only evict if absolutely necessary. This article in the Irish Times highlights the issues faced by travelling communities. It gives examples, such as Galway City Council established a dedicated unit to monitor the impact of the pandemic on Travellers. It has provided extra portaloos, repaired heating where broken and provided alternative off-site accommodation to families in overcrowded conditions. Twice-weekly teleconferences between HSE Traveller Health Units and Traveller groups had "been really good... [allowing] local groups to raise issues as they emerge".
SBC Provision	<ul style="list-style-type: none"> Southend Coronavirus Action on 01702 212497 –our local hub is providing the local infrastructure to deliver supplies to those people with no other means of support and to ensure that no-one slips through the net. Residents are also able to access financial help, benefits, employment support and housing advice. 	

Disability

	Impact	Suggested mitigating action:
All disabilities	<ul style="list-style-type: none"> • Shielded individuals face increased mental health risks in prolonged isolation. This is seen in reporting, as a third of disabled adults reported spending too much time alone during shielding. • Non-shielded yet vulnerable individuals may face increased risk to contracting COVID-19 if making additional visits to access health services. • COVID-19 related deaths are not routinely being published for this group, in line with other protected groups. • 45.1% of disabled adults felt worried about COVID-19 vs a third of non-disabled adults. Two thirds (64.8%) felt COVID-19 concerns affected their wellbeing (Opinions and Lifestyle survey, ONS, 2020). 	<p>PHE is analysing COVID-19 deaths of people with learning disabilities and autism.</p> <ul style="list-style-type: none"> • A learning disabilities mortality review will publish COVID-19 data. •
Deaf people/Hard of Hearing	<ul style="list-style-type: none"> • Limited understanding of English; require information in BSL. • Very little information about coronavirus has been made available/promoted in BSL. • Encouraging/use of phone contact during social isolation – not suitable for people with profound/severe hearing loss. Facemasks are problematic for people who lip read. 	<ul style="list-style-type: none"> • Provide important information in BSL video or Easy Read. BSL should be made available where this could be considered a ‘reasonable adjustment’. • Provide BSL interpreter ‘in vision’ signing as part of important spoken word video/TV. Subtitles are NOT accessible to Deaf people. • Ensure staff/volunteers have basic BSL skills and know how to access a remote video interpreting service if they are likely to come into contact with Deaf people (for example, if dropping off supplies to home of Deaf resident as part of targeted support for people who are shielding). • Provide BSL video versions for key information on websites. Alternatively, allow Deaf people to access the remote video interpreting service (via a link on the webpage) in order to have key information about the pandemic from the website translated where this isn’t already provided in BSL video (it is probably more cost effective to produce BSL video translation for static information if there is demand). • Include options for SMS contact to helplines etc. • Recognise that for some, face to face visiting is the only

		<p>option. (Find out who these people are).</p> <ul style="list-style-type: none"> • Provide SMS and email contact routes. • Provision of clear face masks needed. • Hearing assistive technology products available to purchase via the Action on Hearing Loss online shop.
SBC Provision	<ul style="list-style-type: none"> • SBC can provide information in different formats such as large print, Braille, British Sign Language and in the many different languages and dialects spoken in Southend. • British Sign Language resources on Home Isolation produced by Public Health England. Public Health England have released new British Sign Language (BSL) guidance. PHE campaign resources in BSL: • https://campaignresources.phe.gov.uk/resources/campaigns/101/resources/5080 • BSL users can talk to NHS111 using the InterpreterNOW app (registration is required). They can also connect via a PC or laptop. 	
Partially sighted/Blind	<ul style="list-style-type: none"> • Cut off because suitable means of communication not as widely available and familiar things may change and put them at risk, e.g. shop layouts, items on shelves. If alone, will be wary of opening door to strangers. 	<ul style="list-style-type: none"> • Priority/first tranche group for targeted support for people who are shielding? • Ensure written information available in audio and large print where required, or via phone contact. • Ensure web based information is compliant with new web accessibility legislation so that it works with screen-readers •
SBC Provision:	<ul style="list-style-type: none"> • The Southend Coronavirus Action (SCA) Helpline has launched. This is for residents that may need support and help with basic tasks like grocery shopping/picking up medication, or who feel isolated and do not have a local support network in place. • Helpline advertised via a radio campaign 	
Long term health condition, but not in coronavirus high risk group	<ul style="list-style-type: none"> • Difficulties getting prescription medicines 	<ul style="list-style-type: none"> • Local volunteer prescription delivery support
SBC Provision	<ul style="list-style-type: none"> • Redeployed council staff working on the helpline have also arranged for prescriptions and medicines to be delivered. 	
Community support initiatives – dropping off prescriptions Learning disability or limited English language	<ul style="list-style-type: none"> • Lack of translations or information in Easy Read from central government (only one example seen so far – 25th March). • Complex and changing information difficult to understand and follow. • Potential higher risk of falsely reported visitors – There were 8 reports of ‘residential visitors’ made (25/03/20 - 05/04/20). 	<ul style="list-style-type: none"> • Use consistent, plain English in all communications • Provide written/online information in Easy Read format. • Include an ‘alternative format statement’ in all correspondence. • Provide information in foreign language on request or if it is known the person requires it. • Ensure call centres have access to, and know how to use, a foreign language telephone interpreting service. • Promote any government/official guidance that is provided in alternative formats/languages, for example: https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance https://campaignresources.phe.gov.uk/resources/campaigns/101/resources/5080

		<ul style="list-style-type: none"> • Hand washing guidance in Easy Read, Larger Print and BSL https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people • https://www.doctorsoftheworld.org.uk/coronavirus-information/# Information in more community languages, matches NHS guidelines and they are currently translating the Stay at Home guidance too •
SBC provision:	<ul style="list-style-type: none"> • SBC can provide information in different formats such as large print, Braille, British Sign Language and in the many different languages and dialects spoken in Southend. • Southend Coronavirus Action on 01702 212497 – this is our local hub and is providing the local infrastructure to deliver supplies to those people with no other means of support and to ensure that no-one slips through the net. 	
SEN – disability/young people	<ul style="list-style-type: none"> • The reduced number of children still able to attend school will only constitute a small proportion of all children with special educational needs, and the dispensation for councils to reduce support to these pupils will have a profound impact on families. 	<ul style="list-style-type: none"> • Such decisions should be taken only when ‘strictly necessary’ and for the shortest time possible, as set out in the legislation. [EHRC • Relaxed regulations enabling this group to exercise more frequently than others throughout lockdown has been effective.
Neurodiversity and all groups with communication difficulties	<ul style="list-style-type: none"> • Lack of direct instruction and use of metaphor unhelpful. • Inconsistencies in messages can be confusing. • There have been numerous cases of information being changed slightly – for example “avoid all non-essential contact and travel” became “avoid all contact and non-essential travel” on BBC Spotlight. These subtle changes in the message can cause confusion. • Changes between 7 day and 14 day isolation has confused people as has “essential work”, “travel to work when it can be done at home” and “critical work”. 	<ul style="list-style-type: none"> • Use plain English. Be direct – don’t shy away from giving people firm instruction. • Stick to the script. • Be consistent and avoid changing messages without being clear of the reasons for the change. • Ask that news/media follow these principles too • Resource:https://www.dimensionsforautism.life/devon-autism-guide • PHE is analysing COVID-19 deaths of people with learning disabilities and autism.
Neurodiverse people/autistic people	<ul style="list-style-type: none"> • Disabled people find change in routine particularly difficult. • For autistic people, change can be traumatic. For example, autistic people are selective eaters and panic buying has resulted in certain food items becoming unavailable. This will create stress not 	<ul style="list-style-type: none"> • Carefully consider who will be a point of contact for neurodiverse people and provide training where necessary in targeted support for people who are shielding. • Find out if able to meet needs of selective eaters if distributing food parcels. • Wellbeing support for parents/carers under strain.

	<p>only for an autistic person but also their parent/carer or people living with them.</p> <ul style="list-style-type: none"> • They may also be selective about who they speak to and prefer to have the same care worker/point of contact. • (is there someone around use of PPE and masks being a particular issue for those with autism?) 	
<p>Neurodiverse people/autistic people/dementia</p>	<ul style="list-style-type: none"> • People arrested (and released) for complex behaviour associated with the current situation (25th March - 3 in Devon to date). • Staying indoors might not be possible and thus they are putting themselves and others at risk. But to take a punitive approach would not be helpful here either. • Those with ADHD may need a lot of exercise and may need to go out more than once a day for exercise. • Anxiety caused from the disruption to routine is already causing people difficulty sometimes with the result of 'meltdown' which can result in verbal or physical aggression. • Those who are not known to social care may struggle to engage with the various social networks that are being set up to support communities so are more at risk of isolation resulting in lack of essentials such as food and medication if they are ill. • It will be difficult for some care homes with specific resident groups such as learning disabilities / dementias to adhering to isolation advice and policies, some residents will not understand / comply with the advice. 	<ul style="list-style-type: none"> • Advise the police that autistic people and especially those with ADHD may find it difficult to comply with instructions that they cannot comprehend, and because they perceive the world differently and may have very fixed thinking patterns, it is not always easy or even possible to sway their thinking. • Advise the police to receive autism training for example, not to touch. • Work with autistic/ADHD people to try and help them understand that what they consider important might not be so important in the current circumstances.
<p>Dementia</p>	<ul style="list-style-type: none"> • Difficulties coping with change – 	<ul style="list-style-type: none"> • Priority/first tranche for targeted support for people who

	<p>particularly where items in shops are no longer available.</p> <ul style="list-style-type: none"> • Family members unable to visit and check in on relatives • Day centres closed creating additional pressure of carers 	<p>are shielding?</p>
<p>Mental Health</p>	<ul style="list-style-type: none"> • Adjustments to delivery of psychological services • Effects of confinement and social distancing – specific challenges for those with existing MH concerns, children, those with ASD. • Impact of job insecurity • Management of psychological difficulties incl. PTSD, confusion. <p>SBC Internal workforce Impact on our colleagues due to:-</p> <ul style="list-style-type: none"> • Social distancing • Homeworking • Lockdown 	<ul style="list-style-type: none"> • Appropriate and effective use of online services • Mitigation of social isolation through promotion of online/telephone services • Promotion of physical activity/exercise • Mental health and domestic abuse support contacts. • SBC staff - considerations include promoting organisational well-being for remote workforce. Promotion of individual and team self-care practices and MH first aider peer support.

Gender, Gender reassignment, Sexual orientation, and Pregnancy

	Impact	Suggested mitigating action:
All, with women and LGBT as high risk groups	<ul style="list-style-type: none"> • Increase in rates of domestic violence and abuse during shielding/lockdown. • Could be fuelled by loss of income, increase in anxiety leading to drug/alcohol abuse and anger/frustration. • Abusers could take advantage of victim’s reduced social interaction with others. Lockdown/shielding will be terrifying for people already in abusive relationships. • Women are also at higher risk of increased sexual exploitation and abuse during pandemics. • Adolescent girls can be at increased risk of forced marriage, FGM and abuse during school closure. In some cases FGM has been used against lesbian/gay women. 	<ul style="list-style-type: none"> • Maintain dialogue with DVA agencies. • May need additional housing for DVA victims needing to isolate. Utilise empty holiday properties? • Communications about DVA (target perpetrator behaviour as well as where to get help for victims). • Look at innovative examples in China and Italy of utilising technology to address DVA. • For SBC staff: Remind staff and managers that they should speak to their manager if homeworking is not for them, alongside signposting to the sources of support for people (http://seattle/Pages/working-from-home-guidance.aspx). For people who need to maintain a degree of social distancing make adjustments such as allowing staff to drive in five days a week (where car parking restrictions apply) and to book a small meeting room from which to work/be given access to a small room such as a manager’s office.
SBC Provision	<ul style="list-style-type: none"> • A “Stay Safe at Home” campaign has been launched countywide by Essex Police. This is being shared by the Council. Part of the campaign focuses on domestic abuse and this part will be communicated locally. • Southend Coronavirus Action on 01702 212497 –our local hub is providing the local infrastructure to deliver supplies to those people with no other means of support and to ensure that no-one slips through the net. 	
LGBT	<ul style="list-style-type: none"> • Cohort already experience higher levels of loneliness and poor mental health. • Intersectionality of LGBT needs to be noted. • School/youth group closures and lockdowns could impact badly on LGBT youth – if not ‘out’ in family. Risk of isolation, self-harming etc. and unsafe online activity to socialise. Also an issue for adults in households where feel isolated from other LGBT people. • Social distancing’ policies of providers might have a greater impact for LGBT older people who rely on their external social networks for advocacy/ social contact in care settings 	<ul style="list-style-type: none"> • Help promote and support LGBT helplines and services linking up LGBT people to provide social contact over the phone/online. • Support LGBT youth organisations to provide safe means for LGBT young people to stay in touch. • Mitigation of potentially negative impact - include issues for equality groups in guidance and communications for inspectors and providers– based on providers assessing how to reduce social isolation for each person through care planning.

<p>Gender reassignment</p>	<ul style="list-style-type: none"> • ‘Social distancing’ policies of providers might have a higher impact for trans older people who rely on their external contacts for advocacy/ social contact in care settings • COVID-19 may have an impact on hospital bed availability which may have an impact on hospital accommodation issues for trans people (eg. availability of suitable bed space). • Social distancing policies of providers might have a higher impact for trans older people who have experienced discrimination and this may reinforce a sense of stigma. 	<ul style="list-style-type: none"> • Help promote and support LGBT helplines and services linking up LGBT people to provide social contact over the phone/online.
<p>Women, young people, neurodiverse/learning disability, homeless, mental ill health etc.</p>	<ul style="list-style-type: none"> • Possible increased risks of modern slavery/trafficking and cuckooing as fewer people out and about things may go unnoticed. • Perpetrators will take advantage of fewer visitors to a vulnerable person’s home. • Evidence of exploitation of domestic workers in other countries – e.g. being forced to work without a break. 	<ul style="list-style-type: none"> • Train postal workers and delivery drivers in spotting signs as these workers remain out and about. The same action could be taken to raise awareness of safeguarding and DVA.
<p>Women</p>	<ul style="list-style-type: none"> • Women make up the majority of the frontline health and social care workforce, so may be disproportionately likely to contract COVID19 • Women are more likely to be informal carers for older or disabled people, who are more likely to have serious illness as a result of COVID 19. • Women still bear the majority of caring responsibilities for both children and older relatives. With schools and nurseries now closing, the need for this unpaid work will only increase in the weeks to come. • Shortage of care services (childcare, healthcare, elderly care) will have a disproportionate impact on women as providers of unpaid care work. Coronavirus will exacerbate a situation where cuts to public spending have already fallen on women. [Amnesty] • There may be lapses in breast/cervical screening, increasing cancer risks. • Reluctance/inability to access sexual health clinics including dealing with unplanned pregnancy • According to the Institute of Fiscal Studies the low-paid, young people and women in the UK are likely to be the hardest hit by the coronavirus shutdown. women were a third more likely to work in a sector now shut down. 17% of female 	<ul style="list-style-type: none"> • Women, including those who are pregnant and on maternity leave, should not be disadvantaged in their careers by following government advice to stay at home. [EHRC] • Clarity over attending screening/written reminders. • Clarity over accessing sexual health and family planning centres.

	<p>employees were in such sectors, compared to 13% of male employees.</p> <ul style="list-style-type: none"> • Southend has 93,100 females, 56,200 are of working age, and 50,100 are economically active. 	
Men	<ul style="list-style-type: none"> • Studies have shown that more men are being affected by COVID-19 than women. The WHO has reported that 63% of deaths have been among men. • 66.35% of COVID-19 deaths in Southend were male between 1st March and April 11th. • Between 1st March and 11th April, mortality rates for males and females are recorded as being higher than the WHO 63%. Of 80 confirmed COVID-19 deaths in Southend during this period, 53 were male, and 27 female. • There have been 329 total deaths by all causes in Southend during the same period. This includes COVID-19 confirmed cases, any potentially unconfirmed cases, and all other causes. Of these 329 deaths, 174 were males and 155 females. • Southend has 89,400 males, 55,500 are of working age (16-64), and 50,100 are economically active. 	<ul style="list-style-type: none"> • A Public Health England review has been announced. It will explore thousands of health records to review COVID-19 impacts, this will include gender, alongside measures such ethnicity, deprivation, age, and obesity.

	Impact	Suggested mitigating action:
Marriage and civil partnership	<ul style="list-style-type: none"> • No differential impact 	<ul style="list-style-type: none"> • N/A

Marriage and civil partnership

Religion or Belief

	Impact	Suggested mitigating action:
Faith/religion and belief	<ul style="list-style-type: none"> • Excess death – ability to observe religious practice at end of life / funeral. • “Social distancing” policies might have different impacts e.g. in terms of end of life care for people in different religious groups, for example, where it is more important in some religions that the person sees either their family or a religious or spiritual leader or official when they are nearing death. • Mosaic data for Southend identifies the groups more likely to be part of a religious group. These three groups are all aged 56-80, and include: <ul style="list-style-type: none"> - Elderly people with assets who are enjoying a comfortable retirement (11.4% of Southend’s households). - Families in large detached homes (6.98% of Southend’s households). - Residents of settled urban communities (4.98% of Southend’s households). 	<ul style="list-style-type: none"> • Consult with faith/belief groups on plans/policy. • Check guidance such as https://religionmediacentre.org.uk/factsheets/death-funeral-rituals-in-world-religions/ but note that cremation is not acceptable under Islam. • Additional information from Muslim Council of Britain: https://mcb.org.uk/community/burialfaqs/ - in particular note the potential need to identify land for burial.
SBC Provision	<ul style="list-style-type: none"> • Two groups have been set up, one for the community at which council representation is not requested and, another for the local authority leads. • Excess death support is to work closely with faith groups and community leads. 	

Socio-Economic

		Suggested mitigating action:
Low income families	<ul style="list-style-type: none"> • ‘Panic buying’ has had an impact on low income families who are unable to stockpile – leaving them with empty shelves when they need to pick up their essentials for the day/week. This mean them having to make more trips than usual to a shop. • They may also be more dependent upon public transport and be in lower income jobs – some of these are essential such as caring and retail (groceries). • 6.15% (4963 households) of Southend’s 80,758 households fall within the grouping of ‘Families with limited resources who budget to make ends meet’. Characteristics of this grouping include; age 31-35, Terraced property, Household income <£15k, with children, Limited resources, Low cost home ownership/renting, Squeezed budgets. • According to the Institute of Fiscal Studies the low-paid, young people and women in the UK are likely to be the hardest hit by the coronavirus shutdown. Low earners are 7x more likely to have worked in a sector that is now shut down. A third of employees in the bottom 10th of the earnings distribution work in shut down sectors versus just 5% of those in the top ten per cent. 	<ul style="list-style-type: none"> • Community support – foodbanks. Wider initiatives being implemented such as supermarket rationing and government support e.g. council tax relief. • Keeping allotments open – many people on low income ‘grow their own’ and this will help maintain food supply/alleviate pressure off of shops during growing season, and contribute to good health and wellbeing. Social distancing can be enforced on allotments by asking people to stay strictly on their own plots and having a safe system of unlocking the gate
SBC Provision	<ul style="list-style-type: none"> • Free school meals • Foodbanks • Southend Coronavirus Action on 01702 212497 –our local hub is providing the local infrastructure to deliver supplies to those people with no other means of support and to ensure that no-one slips through the net. 	
Rural communities	<ul style="list-style-type: none"> • Rural and urban communities are very different. Social distancing is much easier to apply in a rural setting. Policies which are applied to address social distancing issues in an urban setting could have an unnecessary disproportionate economic/wellbeing impact in a rural setting. 	<ul style="list-style-type: none"> • Alert government of any policies where it could be beneficial to adapt a different approach in a rural setting.
Homeless people	This group is more at risk of illness/ill health in general, and	<ul style="list-style-type: none"> • Targeted support via homeless

<p>(not a protected group but still needs consideration – often mental health/neuro-diverse/care leavers/ex-army)</p>	<p>may be unable to self isolate or maintain social distancing. There may be challenge in accessing information and advice.</p> <ul style="list-style-type: none"> • Tensions amongst the homeless community who may have experienced a drop in income from reduced city centre footfall have been reported to Devon and Cornwall Police 	<p>charities/district housing staff.</p> <ul style="list-style-type: none"> • Availability for accommodation via empty hotels/B&Bs •
<p>SBC Provision:</p>	<ul style="list-style-type: none"> • All known rough sleepers were placed into accommodation. A media release was issued and can be read on our website 	

Carers / People with caring responsibilities

	Impact	Suggested mitigating action:
Carers	<ul style="list-style-type: none"> The clearing of hospitals to make way for coronavirus patients by releasing people early will put strain on those who care for others. Changes to the quality or availability of health and social care services during the COVID 19 outbreak are likely to have an impact on informal carers. 	<ul style="list-style-type: none"> Ensure care plans are in place and information is provided on where to get support/adaptive aids. Our response to the preparedness of services to deal with increased numbers of people will have an impact on carers

Further Reading:

- LGiU, Local government and Covid-19: issues for disadvantaged groups:
<https://lgiu.org/briefing/local-government-and-covid-19-issues-for-disadvantaged-groups/>
- [BBC News: Are minorities being hardest hit by coronavirus?](#)
- [BMJ blog: How can we involve communities in managing the Covid-19 pandemic?](#)
- [Coronavirus \(COVID-19\) guidance for the charity sector](#)
- [Guidance on Hardship Fund](#)
- [Mayor of London: Information on Covid-19 for non-UK nationals](#)
- [Race Equality Foundation: Coronavirus information and resources](#)
- [Runnymede Trust: Coronavirus will increase race inequalities, Zubaida Haque](#)
- [Scottish Community Development Centre: What community groups are telling us about their response to Covid-19](#)
- [Scottish government emergency help for those most affected by coronavirus](#)
- <https://www.equalityhumanrights.com/en/our-work/blogs/how-were-responding-coronavirus-pandemic>
- [https://www.newLawjournal.co.uk/content/covid-19-impact-on-protected-groups](https://www.newlawjournal.co.uk/content/covid-19-impact-on-protected-groups)
- <https://www.bps.org.uk/blogs/guest/psychological-impact-social-distancing-gender-sexuality-and-relationship-diverse>
- <https://www.bps.org.uk/sites/www.bps.org.uk/files/Policy/Policy%20-%20Files/Responding%20to%20the%20coronavirus%20-%20psychological%20impact%20on%20older%20people.pdf>
- <https://www.bps.org.uk/sites/www.bps.org.uk/files/Policy/Policy%20-%20Files/Coronavirus%20and%20UK%20schools%20closures%20-%20support%20and%20advice.pdf>
- <https://www.cebm.net/wp-content/uploads/2020/05/BAME-COVID-Rapid-Data-Evidence-Review-Final-Hidden-in-Plain-Sight-compressed.pdf>

Southend-on-Sea Borough Council

Report of Executive Director (Adults & Communities) and
Executive Director (Children & Public Health)

to
Cabinet

on
28th July 2020

Report prepared by: Paul Hill and Sue Rollason
(Southend Safeguarding Board Business Managers)

Agenda
Item No.

Annual Report on Safeguarding Children and Adults 2019/20

People Scrutiny Committee
Cabinet Member: Cllr Harp
A Part 1 (Public Agenda Item)

1. Purpose of Report

To provide an annual assurance assessment for the Chief Executive and elected members of their responsibilities for safeguarding children and adults in Southend. This report contributes to the requirements of statutory guidance in Working Together to Safeguard Children 2018 and the Care Act 2014.

2. Recommendations

That the report is noted and the actions detailed in Section 6 are approved

3. Report Summary

The report offers more information on work delivered in the period; in the following areas:

- Evidence Led Work (New Dashboard)
- Communication (New Website)
- Collaborative Partnerships
- Increase the voice of residents of Southend
- Workforce Supervision
- Concentrate on Neglect
- Delivery of the Making Safeguarding Personal Agenda
- Review and Audit Partnership Safeguarding Provision
- Involve the Education Sector
- Deliver against an agreed work plan
- Reflect and Learn from Case Reviews
- Improve Partnership response to child exploitation
- Review Partners response to Harmful Sexual Behaviour

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Annual Report on Safeguarding Children and Adults 2019/20

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The report also identifies the priorities for 2020/23:

- Partnership Priorities
 - Ensure all Partners (Public, Private, Third Sectors and our Communities) have an opportunity to engage in working together and keeping people in Southend safe from harm and abuse.
 - Support communication between partners; ensuring vulnerable people have the information they need. (incl. data and information sharing)
 - Make arrangements that facilitate shared management of risk and delivery of services.
 - Create opportunity to build professional relationships and encourage Partners to work together to meet complex needs.
 - Make sure all practitioners and managers have the appropriate skills, competencies and training to fulfil their role; and are selected appropriately.
 - Ensure Partners learn from case reviews, organisational assessments and published guidance.
- Adults and Children's Shared Priorities
 - Neglect – promote the understanding of the issue.
 - Prevention – work with Partners to identify and reduce the cause of harm and abuse.
 - Ensure Partners hear the voice of the victim and think of the impact of abuse on the wider community (including family and close relationships)
 - Ensure that Partners have the tools and forums to discuss complex needs and the facility to manage any internal conflict.
 - Ensure that any change or new guidance is considered and implemented with the victim at the centre of its thinking
 - Ensure we develop the professional curiosity of practitioners.
 - Highlight the importance of reporting and recording accurately, to
 - ensure Partners have the best information and can understand the history of a victim.
- Vulnerable Adult Priorities
 - Domestic Violence – work with Partners to ensure victims are aware and receive the support they need.
- Children Priorities
 - Ensure Partners develop their understanding of Harmful Sexual Behaviour and put in place appropriate measures to protect victims.
 - Develop Partners ability to keep people safe on-line.

4. Background

4.1. Children and Social Work Act 2017

Under the Children and Social Work Act 2017, Local Safeguarding Children's Boards ceased and local multi-agency safeguarding arrangements were established in line with statutory guidance issued in Working Together 2018. The change in governance arrangements were delivered in Southend in October 2019.

(Note: A review of the 'new' arrangements will be completed in October 2020)

4.2. Working Together to Safeguard Children 2018

In June 2018, the Department for Education released the revised version of Working Together to Safeguard Children (2018 new guidance). These had a significant impact on local arrangements and some of the key changes are set out below:

- Abolishment of Local Safeguarding Children’s Boards (LSCB’s) and the introduction of Multi-Agency Safeguarding Arrangements (MASA): *Southend Safeguarding Partners took the opportunity to change the governance of both the Local Safeguarding Children’s Board and Safeguarding Adults Board. The new governance framework created a combined Adults and Children’s ‘Southend Safeguarding Partnership’ (SSP).*
- Local Authorities, Clinical Commissioning Groups and Police are identified as having the lead – described as the “Safeguarding Partners” whilst other organisations included in the SSP are identified as “Relevant Others”
- Introduction of Child Safeguarding Practice Reviews, replacing existing Serious Case Reviews;
- Changes to Child Death Reviews, led by child death review partners who are identified as the Local Authority and Clinical Commissioning Groups.

4.3. The Children’s Act 2004

The Safeguarding Partnership must publish an annual report on the effectiveness of child safeguarding and promoting the welfare of children in the local area (this is a statutory requirement under section 14A of the Children Act 2004). The annual report should be published in relation to the preceding financial year and should fit with local agencies' planning, commissioning and budget cycles.

4.4. The Care Act 2014

The Care Act 2014 requires each SAB to publish an annual report. The Care Act (Schedule 2.4 (1) a – g) defines the minimum content of an annual report and it should be delivered as soon as is feasible after the end of each financial year.

4.5. COVID-19 (Coronavirus)

The performance of ‘Safeguarding Partners’ and how effectively, or otherwise, they are working together should be included in the report. Partners are engaged in the management of the Coronavirus pandemic and so it is not appropriate to ask them to assign time to the delivery of detailed contributions to this report. *(only a brief summary is included)* If in the future the Strategic Leadership Group deem appropriate a fuller version of this report will be produced. *(The attached report should therefore be referred to as the ‘interim’ Southend Safeguarding Partnership Annual Report 2019/20)*

4.6. Assurance

The attached report provides assurance of the SSP’s, and Council’s effectiveness in the discharge of their safeguarding responsibilities.

4.7. Responsibility

We as Executive Director (Adults & Communities) and Executive Director (Children & Public Health) have responsibility for improving outcomes for all children, young people and adults with additional care and support needs in Southend, and to ensure that all appropriate local authority services engage effectively with the SSP. We have met with lead members and the Chief Executive and the Council Leader with this report in order that they can satisfy themselves that we are fulfilling our responsibilities.

5. Other Options

None

6. Reasons for Recommendations

To keep the Council informed of the position in respect of safeguarding children and adults in Southend.

7. Corporate Implications

7.1. Contribution to Council's Vision & Corporate Priorities

The work of partners and the Council in safeguarding children and adults directly contributes to the Council's priority to look after and safeguard our children and vulnerable adults.

7.2. Financial Implications

Spending on Safeguarding Children Services
Spending on Safeguarding Adults Services

7.3. Legal Implications

This report supports the Council, The Leader, the Chief Executive Director and Lead Member to discharge their statutory duties under the Children Act 2004 and Care Act 2014.

7.4. People Implications

None

7.5. Property Implications

None

7.6. Consultation

The SSP is an inclusive organisation which involves statutory and voluntary agencies. Consultation with children and families, which influences the way in which services are delivered, is a key strategic priority for the SSP.

The SSP Community Services Members, Service User Organisation member, and Healthwatch member represent the interests of the community on the SSP in line with statutory guidance.

7.7. Equalities and Diversity Implications

The Council and the SSP have the responsibility to ensure that all children and adults with additional care and support needs have their safety and welfare needs addressed. The Southend, Essex and Thurrock Procedures for both Child Protection and Safeguarding Adults addresses the “recognition of additional vulnerability” and covers the considerations which must be taken into account when meeting the needs of particular groups. All the SSP sub groups address equality matters.

7.8. Risk Assessment

Risk logs are maintained for the SSP. There is a standing item on the agendas identifying risks to the efficacy of safeguarding services identified by partners, and agreeing mitigating actions to address these.

7.9. Value for Money

Fulfilling our responsibility to safeguard children and adults and promote their welfare is a statutory requirement. The Council works in partnership with other organisations and local authorities to ensure we fulfil those responsibilities in the most cost effective way. SSP members ensure that all functions are undertaken on value for money principles. Following a full review of the function in 2019 two business managers and one post for business support were engaged to deliver the functions of Adults and Children’s Safeguarding for the SSP.

7.10. Community Safety Implications

SSP support safeguarding arrangements for vulnerable members of our communities. The SSP oversee work on abuse, e-safety, violence against women and girls, modern slavery, sexual exploitation, bullying and hate crime as it relates to children and adults, and monitors the effectiveness of the implementation of the domestic abuse strategy.

8. Background Papers

Many are core documents and are the same as identified in previous reports. Listed is the legislation and guidance that feature most in the work of the SSP:

- Working Together to Safeguard Children
- Children Act 1989 / 2004
- The Human Rights Act 1998
- Family Law Act 1996 (as amended)
- Sexual Offences Act 2003
- Female Genital Mutilation Act 2003
- Licensing Act 2003

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- European Convention on Human Rights
- Data Protection Act 2018 and General Data Protection Regulations
- The Children (Private Arrangements for Fostering) Regulations 2005
- Anti-Social Behaviour, Crime and Policing Act 2014
- Children and Social Work Act 2017
- The Children Act 2004 Every Child Matters: Change for Children
- Special educational needs and disability code of practice (2015)
- Keeping Children Safe in Education (2016)
- Mental Capacity Act (2005)
- The Care Act (2014)
- Care Act Guidance (2014)
- Working Together (2018)
- Protection of Freedoms Act 2012 and the Freedom of Information Act (2004).
- Safeguarding Vulnerable Groups Act 2006.
- The Equality Act 2010
- The Caldicott Standards
- Disclosure and Barring Service

9. Appendices

Appendix 1 “Southend Safeguarding Partnership (interim) Annual Report 2019/20”



SOUTHEND

Safeguarding Partnership

(INTERIM) ANNUAL REPORT 2019 / 2020





INTRODUCTION

The Southend Safeguarding Partnership (SSP or the 'Partnership') has had an extremely busy year. The responsibility for delivering the work of the Partnership has moved to three strategic Partners, the shape and terms of reference of all our groups has changed and a new strategy has been developed.

We have made sure that all Partners involved have had opportunity to be part of this reshaping by a number of consultations, reviews and self-assessments. We have also delivered a great deal of work offering assurance to our Partners that Safeguarding is a priority for our Partners and they work together to keep children and vulnerable adults safe and free from abuse.

This (interim) Annual report gives highlights of what has been achieved. It reminds the reader what we said we would do and gives a summary of what we have done.

Next year we will deliver against our new Strategy, ensure we learn lessons from the recent Pandemic and Case Reviews (national and local) and consolidate work completed this year.

WHY IS THIS AN INTERIM REPORT?

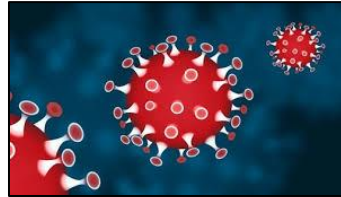
The current Coronavirus pandemic has led to significant demands on all members of the Partnership. Adding to their work load at the moment to produce a 'full' annual report would have been inappropriate. We have been able to produce this report without unduly taking resources from already busy services. We will deliver a full report when Partners have returned to business as usual.

Southend Safeguarding Partnership Annual Report (Interim) 2019-2020



CORONAVIRUS (COVID-19)

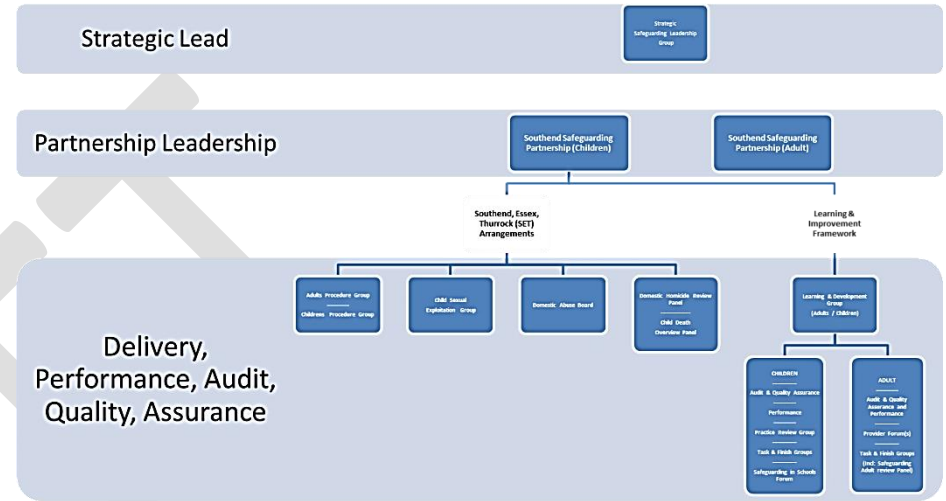
The performance of member agencies and how effectively, or otherwise, they are working together should be included in the report. Partners are engaged in the management of the Coronavirus pandemic and so it is not appropriate to ask them to assign time to the delivery of detailed contributions to this report. If in the future the Strategic Leadership Group deem appropriate a fuller version of this report will be produced.



We are aware of the amount of policy, guidance and advice being produced for Partners and the public. It is almost impossible to keep track of everything. To support our Partners we have (*to date*) produced 16 weekly Bulletins summarising all of this information and offering links to further advice:



STRUCTURE



We said we would comply with changes in legislation and combine changes in Children’s and Adults Safeguarding.

What we have done:

We have reviewed what is legally required of the Southend Safeguarding Partnership, the quantity of the work and how best the work should be delivered. There was also a change in legislation that moved responsibility of the children’s safeguarding partnership and that required us to rethink the structure of the safeguarding Adults Board and the Local Children’s Safeguarding Board and their sub groups. The outcome of all of this was the three strategic partners (Police, Local Authority and Health) took on responsibility for the Partnership and the structure of the groups and sub groups was completely changed.



STRATEGY 2020/23



Our 3 year strategy was developed to work alongside the strategies of Strategic partners and the needs of our communities. In developing this Strategy Partners aims and objectives, their assessment of their own 'safeguarding' performance and the performance of the Partnership were reviewed. It has also been exposed to service users through Partner forums and agreed by all parties as the most appropriate way forward.

Partnership Priorities

- Ensure all Partners (Public, Private, Third Sectors and our Communities) have an opportunity to engage in working together and keeping people in Southend safe from harm and abuse.
- Support communication between partners; ensuring vulnerable people have the information they need. (incl. data and information sharing)

- Make arrangements that facilitate shared management of risk and delivery of services.
- Create opportunity to build professional relationships and encourage Partners to work together to meet complex needs.
- Make sure all practitioners and managers have the appropriate skills, competencies and training to fulfil their role; and are selected appropriately.
- Ensure Partners learn from case reviews, organisational assessments and published guidance.

Adults and Children's Shared Priorities

- Neglect – promote the understanding of the issue.
- Prevention – work with Partners to identify and reduce the cause of harm and abuse.
- Ensure Partners hear the voice of the victim and think of the impact of abuse on the wider community (including family and close relationships)
- Ensure that Partners have the tools and forums to discuss complex needs and the facility to manage any internal conflict.
- Ensure that any change or new guidance is considered and implemented with the victim at the centre of its thinking
- Ensure we develop the professional curiosity of practitioners.
- Highlight the importance of reporting and recording accurately, to ensure Partners have the best information and can understand the history of a victim.

Vulnerable Adult Priorities

- Domestic Violence – work with Partners to ensure victims are aware and receive the support they need.

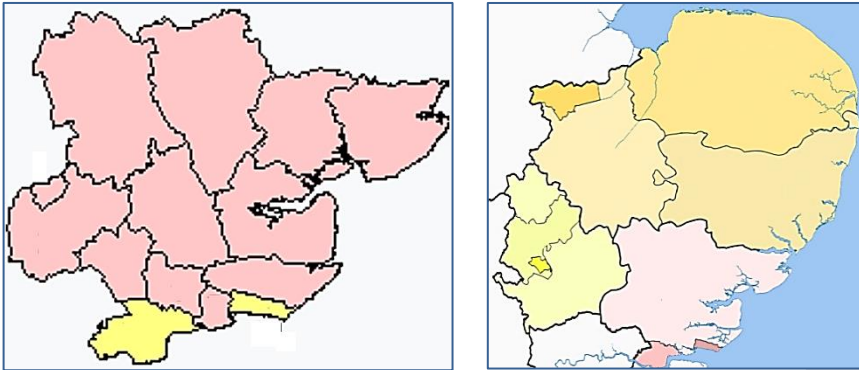
Children Priorities

- Ensure Partners develop their understanding of Harmful Sexual Behaviour and put in place appropriate measures to protect victims.
- Develop Partners ability to keep people safe on-line.
- A partnership plan that introduces these priorities into appropriate groups work plan has also been produced.



NATIONAL, REGIONAL AND SET LEARNING

(SET: Southend, Essex and Thurrock)



We said that we would be involved in National, Regional and SET groups so that we could influence strategy, policy and guidance and quickly react to learning.

What we have done:

We regularly attend meetings, webinars and briefings on issues such as Deprivation of Liberty, Mental Capacity, Harmful Sexual Behaviour, and Modern Slavery amongst many others. Learning is brought back to our Partners through meeting briefings, notes and tailored reports.

Examples of the outcomes include our involvement with the strategic development of co-designed solutions for Modern Slavery victims in Southend, tailored responses to harmful sexual behaviour, and changes to the delivery of case reviews.

We have produced a number of new and revised guidance documents with SET Partners including the core guidance for both Safeguarding Children and Adults for all Partners.

EVIDENCE LED WORK

Partners recognised the benefit of good data and intelligence to inform and lead decisions. We said we would improve the provision and accuracy of information.

What we have done:

1. DASHBOARD



The existing Dashboard provided by the Safeguarding Partnership was recognised as a significant tool used by the Performance and strategic groups. It did however have a number of difficulties; including:

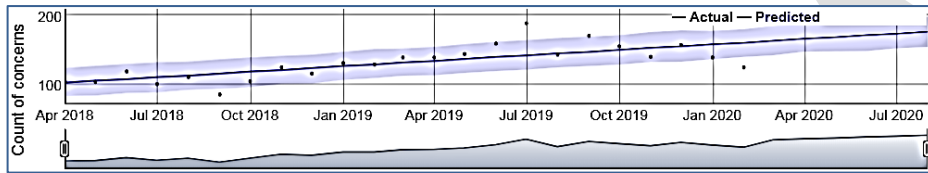
- Data was collected manually and used a large value of business managers time.
- Data sources and responsible representatives kept changing and so causing difficulty in collection
- Data source was not always agreed and on occasion proved inaccurate, out of date and incomplete

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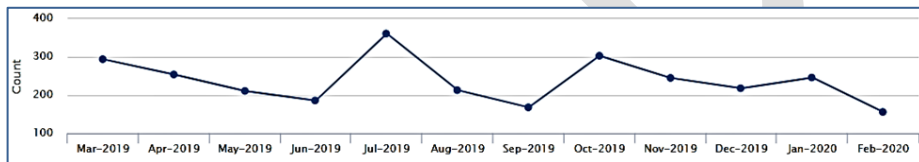


As a result of these difficulties funding was identified by Southend Borough Council to support the Partnership to develop 2 whole area safeguarding intelligence dashboards, one focusing on Children and one on Adults. The funding was to cover 1 year of resource. The objective of the project was to;

- develop dashboards (children’s and adults) that would support the work of the safeguarding partnership, through improved data access, to monitor the effectiveness of safeguarding in Southend and support the vision to make better data driven decisions
- ensure opportunities to flow / share / visualise data for this objective was investigated and understood
- through facilitation, enable partners to influence content and shape the dashboard products



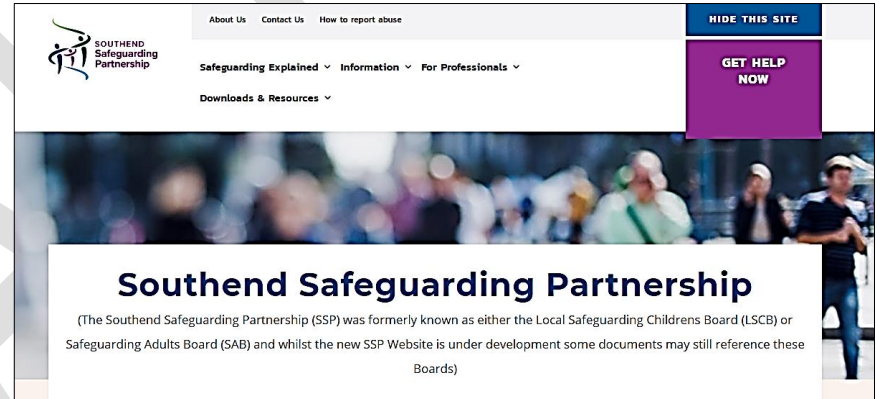
We have taken a collaborative approach which ensured everyone had opportunity to include data and comment on the design and development of the product. The dashboards have been developed in 3 iterations (3 phases). This allowed for continual partnership input and collaboration whilst allowing the OPI team to develop the product in iterations. Phase 1 to December/January (complete), Phase 2 to April/May (complete), Phase 3 to August (ongoing)



In order to gain the scope of the work the OPI team arranged and facilitated a number of collaborative workshops with the aim of defining the scope of the dashboards. This included identifying the type of publication, the contents, the data sources and the functionality of the dashboards.

The dashboard is in its final iteration and has been very well received by all partners

2. WEBSITE



Website

New regulations came into force for UK public sector bodies on September 23, 2018, setting accessibility standards for their websites/mobile apps.

The new website is under construction and was due for delivery just as the COVID19 lockdown was announced. This has led to the team using remote access facilities to review the new website which has slowed the process significantly.

The new website should be available by the end of April 2020. (1 month later than planned).



DRAFT



DELIVERY OF 2019/20 WORKPLAN



Southend Safeguarding Partnership delivered / engaged in a proactive way in a number of Collaborative Partnerships, including:

(These are in addition to the Southend Safeguarding Partnership, and their subgroup / task and finish meetings and work plans)

- LeDeR Steering Group
- Case studies and reviews
- Regional Safeguarding Leadership Groups
- A number of SET Safeguarding groups
- Southend against Modern Day Slavery (SAMS)
- Southend Homeless Action Network (SHAN)
- Community Action Group (CAG)
- A number of Health Leadership Forums
- Education Leadership Forums

- A number of community and voluntary sector forums
- Providing free training to the Community and voluntary Sector
- Conferences and training days
- A number of 'abuse type' specific forums
- Education Forums
- Learning and Development Forums

1. We said that we would increase the 'Voice of Southend'

What we have done:

- Both the Adults and Children's Southend Safeguarding Partnership now have members that represent our communities.
- We have a Vice Chair of both Partnership Groups that comes from the Community and Voluntary Sector.
- Business Managers attend community events and community and voluntary sector meetings to highlight the work of the Partnership
- Business Managers attend the community information events run by the Community and voluntary sector
- The Partnership has offered free training to the community and voluntary sector

2. We said that we would consider how we supervise our workforce: and ensure that we all learn from each other.

What we have done:

Supervision has been an ongoing discussion in individual agency assessments, serious case reviews, practice reviews, domestic homicides and adult safeguarding reviews. A senior practitioner workshop identified similarities, differences and where there is potential to work together. There is an appetite for a multiagency reflective process to help move along long standing safeguarding cases, families with repeated needs for safeguarding-multigenerational cases, and high risk cases like those involving harmful sexual behaviour. We continue to work with Partners.



3. We recognised 'Neglect' is an area of abuse that is not understood by all Partners clearly enough

What we have done:

A multi-agency task and finish group was established in January 2020 with a remit to:

- Ensure key stakeholders, including professionals and 'Southenders' are involved in better understanding root causes, presenting issues, and effects. We also want to know how well services and interventions are working together to identify, assess and reduce the prevalence and impact of neglect.
- Change the focus from tackling neglect, to strengths based approach to understanding people's family needs and prevention of escalation at an early stage.
- Looking wider than children's and adults social care, as many of the determinants of neglect stem from socio-economic factors including poverty; carers mental ill-health and substance misuse, as well as basic needs such as housing and access to a range of support services. We will plan improvements to be implemented. Ownership and full engagement across Southend pre-social care involvement is therefore critical to effect change

Part of the initial activities will be to undertake a system wide needs assessment to gather intelligence from schools, health services, social care and other agencies and try and understand more about the prevalence, root causes, services provided and outcomes to inform what we do differently. The task and finish group will ensure this is as quick and proportionate as possible, asking partners and professionals for evidence, views and ideas. A survey is planned to gather the views of professionals.

Originally we had hoped develop our new partnership strategy based by June 2020. However given the impact of the current pandemic, this is likely to be later.

4. Southend Safeguarding Partnership (Adults) SPA: We said that we would review Partners implementation of the 'Making Safeguarding Personal' Agenda

What we have done:

Partners were asked to check their own governance making sure that they have made the appropriate changes as a result of the SET guidelines changes. Partners reported their position to the Audit, Quality & Assurance Group that acted as the critical friend: exploring the implementation of the policy, training and outcomes. It is noteworthy that this work led to the inclusion of a number of questions in the staff survey also reported in in this report.

5. We said that we would be review the provision of safeguarding services in all Partners organisations

What we have done:

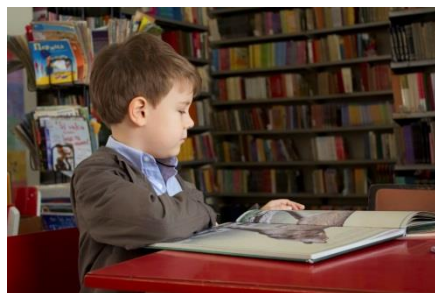
It was noted that whilst there is a requirement for the Children's safeguarding partnership Partners to complete a self-assessment of safeguarding services there is no such requirement for the Adults Safeguarding Partners. The Assessment for Safeguarding provision for Childrens Services is complete, but the analysis of the reports, challenges and resulting actions are not yet complete.

We completed an Adults self-assessment using the same scoring system as the CQC with space for narrative and contextualizing information. The self-assessments were peer reviewed and presented to one of the Partnerships sub groups. An analysis of the outcomes of the self-assessments was also completed and delivered to the Safeguarding Strategy Group.



6. We said we would improve the involvement of the Education Sector in the children's Safeguarding Partnership

What we have done:



Heads, Deputy Heads, and Designated Safeguarding Leads are actively engaging with the quarterly Safeguarding in Schools forum, forming an invaluable link for sharing information, maintaining lines of communication and allowing for robust debate of developing issues.

7. We said that we would deliver against a work plan: The Adults Performance, Audit, Quality and Assurance subgroup delivered against the following objectives:

1. Taking direction from the Executive to commission and then analyse and report on interagency practice audits including case file audits and to recommend potential areas of audit to the Executive.
2. Propose and recommend changes to the SET Safeguarding Adults Policy/Procedures or guidance as a result of findings from audits, to ensure that SET policies and procedures (in relation to safeguarding, staff recruitment, investigations of allegations concerning people who work with adults at risk, DOL Standards and the MCA) are available and used by agencies across Southend.
3. Identify trends and gaps & make recommendations about where to target preventative actions, including training and development, from findings from local audit work and national reports.
4. Receive, discuss and promote problematic safeguarding related issues reported by any of the Partner Agencies for resolution and if necessary escalation to the Safeguarding Adult Board.
5. Identify any emerging risks and report to the Safeguarding Adult Board. To provide a quarterly summary to the Executive of the work of the group and contribute to the annual report. Developing and being responsible for

using the quality and performance management tools for the Audit Quality and Assurance sub-group

6. To produce an annual work programme.
7. To liaise with other safeguarding sub-groups to ensure a joined up and consistent approach to safeguarding ensuring other sub-groups are advised of any implications that require their action.
8. To establish what minimum standards are expected, clarify they are in place and ensure these are reflected in Multiagency practice and contracts.
9. To consider the findings and recommendations of national reports and produce briefing papers for the Board
10. Monitor service user feedback mechanisms within the partner agencies to measure whether their expected outcomes have been met. This will be in accordance with the principles of the Care Act 2014 and Making Safeguard Personal.
11. Review and suggest developments to service user feedback mechanisms for safeguarding processes and prepare reports on findings and recommendations for the Executive.
12. To receive quality assurance reports and be assured that the development of the Mental Capacity Act (MCA) and Deprivation of Liberty (DOL) arrangements across organisations are working effectively alongside safeguarding adult's processes.

8. We said that we would learn from reviews of cases where a child dies or is seriously harmed and abuse or neglect are known or suspected to be a factor in the death.

What we have done:

Their purpose is to identify and implement learning to improve how services work together to safeguard children and they are a statutory requirement.

The Partnership is required by the legislation Working Together 2018 to scrutinise and report on the Partnership arrangements and their effectiveness annually. As the Partnership formally commenced in September 2019 this scrutiny is due September 2020. Part of that process is to include a



record of decisions and actions taken by the partners in the report's period (or planned to be taken) to implement the recommendations of any local and national child safeguarding practice reviews, including any resulting improvements. Therefore a full account of this will be provided in this scrutiny.

Three of the reviews are at their concluding stages. The September 2018 review has been signed off by the Partnership and awaiting the conclusion of police investigations before a decision is made regarding publication. The May 2019 review has been presented virtually to the Partnership April 2020 for final comment and approval. The Essex review again is awaiting approval for final sign off but this has been delayed due to the Covid 19 outbreak.

The Serious case review of April 2018 has been complex due to a number of factors. The overview report also had to be recommissioned and we are now at the stage where a draft version has been sent to Partners for comment and approval. The Child Practice Review group will now be responsible for writing Implementing and monitoring the impact of the resulting action plans. Following rapid reviews and other internal reviews a number of the immediate actions and action plans have been implemented by agencies.

There are a number of emerging cross cutting themes: Harmful sexual behaviours / Neglect / Supervision / Transfer of information

As a result the Partnership is currently engaging in system wide work around neglect, supervision and harmful sexual behaviours. Due to the impact of the current COVID-19 outbreak this work is currently not progressing at the pace envisaged.

9. We said that we would improve the Partnerships response to Child Exploitation

What we have done:

We have an established, regular and well attended meeting of core of professionals from across the partnership that has greatly improved the engagement and work of the group. Through the year the Action Plan has grown to include new items and the thought provoking conversations have led to the group considering the wider contexts and triggers for child exploitation. There has been a renewed focus on how wider services can identify vulnerabilities through Adverse Childhood Experiences and Trauma at a younger age to enable early intervention of those that maybe the most vulnerable to the indicators linked to exploitation.

The Action Plan is closely aligned to both the local and SET wide Violence and Vulnerability agenda's to ensure that there is no duplication in work across the partnership. This remains a very fluid area of work and the landscape with the rise of County Lines is constantly changing however agency participation from across the partnership to address this has been proactive. The National Working Group (NWG) visited the borough on 9th September 2019 to look at our response to Exploitation and our partnership model is to be put forward as a best practice case study.

There has been significant progress across the plan with some key actions such as new Child Exploitation Champions which resulted in 15 existing champions refreshing their training and a further 58 champions being trained. A new data dashboard implemented and partnership conferences in October 2019 and March 2020.

November 2019 saw 22 schools undertaking trauma informed training with the aim of embedding a trauma informed approach in recognising and responding to trauma within these settings.



Taxi driver training licence training has successfully taken place to ensure that drivers recognise the signs of exploitation.

See the signs campaign focused on teenagers (Dec –Jan) with the Odeon cinema playing the campaign trailer. This reached an audience of 60,000 resulting in 600,000 impressions online, over 3,000 visits to the website and 40 reports of intelligence made using the website. There was also a physical campaign of posters.

10. We said that we would review Harmful Sexual Behaviour (HSB)

What we have done:

The Southend Safeguarding Partnership requested a learning and development review of HSB and requested a proposal for a system wide training programme and approach.

As a result the NSPCC Harmful Sexual Behaviour Audit was signed off and commissioned by the Learning & Development Subgroup as part of the insight required to respond to a Local Practice Review and Serious Case Review. The audit was initiated with a partnership event on the 27th January 2020. The audit will be completed by the end of February and a multi-agency action plan will be developed in March.

- Case Learning notes produced from other areas serious case Reviews have been disseminated to partners to share learning and to understand the local position.
- The Southend Safeguarding Partnership continues to work with SET and has been involved in the update of a number of shared policies and protocols.
 - Southend Essex and Thurrock Exploitation and Missing Strategy 2019-2024
 - Missing People Strategy 2019-2024
 - Draft Sexual Violence and abuse strategy (Nov 2019)

- Assurance: section 11 audits and returns have been completed and submitted with no actions arising. The reporting schedule will now change to bi –annual and align with SET . A September 2020 meeting with SET Partners will align the section 11 audit with Essex, Thurrock and Southend. (Children)
- Section 175 Schools Audit completed March 2020. (Children)
- The audit was to seek assurances from Education establishments in Southend that their safeguarding process and procedures are robust and in alignment with Keeping Children Safe in Education 2019. No immediate safeguarding issues were found. Feedback will be given to Individual establishments post Covid19 recovery.

11. We said that we would reflect on Serious Case Reviews

What we have done:

The Southend Safeguarding Partnership has only highlighted one case over the last year that caused Partners to take a detailed review of the circumstances.

We will, over the next period, evaluate the processes that bring to our attention serious cases that might attract a ‘serious case review’; ensuring that the Partnership does not miss the opportunity for learning and continuous improvement.



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Southend 2050 (5 year roadmap)

Includes plans to keep our communities safe and free from harm:

Safe and Well: Public services, voluntary groups, strong community networks and smart technology combine to help people live long and healthy lives. Carefully planned homes and new developments have been designed to support mixed communities and personal independence, whilst access to the great outdoors keeps Southenders physically and mentally well. Effective, joined up enforcement ensures that people feel safe when they're out and high quality care is there for people when they need it.

Active and Involved: Southend-on-Sea has grown, but our sense of togetherness has grown with it. That means there's a culture of serving the community, getting involved and making a difference, whether you're a native or a newcomer, young or old. This is a place where people know and support their neighbours, and where we all share responsibility for where we live. Southend in 2050 is a place that we're all building together – and that's what makes it work for everyone.

During 2019/20 Children's Services continued to focus on improving the quality of practice across all areas. The Children's Services Improvement Plan, which details improvement actions and measures the impact of the actions, was revised to take account of the findings of the July 2019 Ofsted ILACS

inspection. Ofsted judged all areas they inspected to Require Improvement to be good. Within the overall judgement they identified areas of practice they judged to be good, strong and excellent. These areas of strong practice included the safeguarding work of MASH+, MARAT, the LADO, contextual safeguarding, services for care leavers and adoption services. The quality of assessments was found to improve with the quality of pre-birth assessments judged to be an area of strength. The engagement of children and their families was also found to be good.

Progress against the outcome measures in the Improvement Plan is monitored at the Children's Services Improvement Board. The Board is chaired by the leader of the Council and members include the Chief Executive, Executive Director of Children and Public Health, Director of Children's Services, Director of Learning, Independent Chair of SCSP and an Independent Improvement Advisor.

The current areas of particular strength in April 2020 are as follows:

- Strong Political and Corporate commitment, including significant investment since the Ofsted Inspection in the summer of 2019.
- An Improvement Plan and a Financial Recovery Plan to address the significant financial overspends within the CSC budget.
- Good practice on County Lines work recognised at a national level including the 'See the Signs' campaign and the work of Violence and Vulnerability group.
- A strong Adoption Service.
- An ability to respond effectively to emergency situations as evidenced in the response to Covid-19
- A good programme for Newly Qualified Social Workers and a relative stable workforce compared to other LAs.

The completion of the Strategy for Modern Slavery.

Work has been underway with key stakeholders to develop a strategic approach to modern slavery locally including fostering a strong partnership approach, particularly with the voluntary and community sector who are often a central point of contact for potential victims. By early identification and



referral, supporting victims and working with Community Safety partners for disruption activities, we are working hard towards a slavery free Southend.

Current priorities are identified as food, financial support and housing due to the impact of COVID-19. In response, stakeholders agreed and circulated a leaflet for frontline workers to enhance identification and referral with effect from 1 May, whilst strategically reviewing internal procedures to identify gaps in the referral pathway and streamline processes to ensure potential victims receive support in a timely and effective manner. This includes working closely with food distribution hubs, Early Help Family Support and other key partners to provide a wrap-around service to those in need, as well as utilising data and intelligence to develop a robust approach to tackling exploitation at its core.

The creation of the dashboard for Safeguarding across the partnership.

Development of the data platform for Adult Social Care which includes a huge wealth of data available as self-service to adult social care teams and commissioners and new innovative analysis such as the hospital discharge demand forecast and the Residential Care Financial Dashboard (developed in collaboration with Finance).

Development of the safeguarding dashboard for the Adults Safeguarding Executive. Commissioned by the safeguarding board and funded by Southend Borough Council this work has brought together key partners to collaborate on the design, content and functionality of a multi-agency safeguarding intelligence resource in the form of an easily accessible dashboard. This will allow the partnership to have oversight and insight of the effectiveness of safeguarding services across Southend, from a data drive point of view, like never before.

The creation of a social work post to manage the transition process and outcomes for young people under the Violence and Vulnerability agenda.

The social work role commenced in June 2019 for Criminal Exploitation, to work alongside the Assessment and Intervention and Prevention team (AIPT) to support the transition from Children Services to Adults (18-25 years), who

were at risk of Criminal exploitation. The role very quickly expanded to cover other service user groups under the Violence and Vulnerability Agenda. The role is to support those children that have been known to AIPT through their transition to adult hood and to undertake the statutory duties under safeguarding, once the young person reaches 18 years old. The remit of the role supports working with Adults from 18+ who are at risk of Criminal Exploitation; Modern Slavery and who are at risk of or are being cuckooed. These people would ordinarily have no care and support needs so would not fall within adult social care criteria, but generally have other vulnerabilities, which centre around drug and alcohol abuse or mental health issues. Strong working relationships with partner agencies have been secured including: Children's services; the Police; Probation Service; STARS; 360degrees project; and the Modern Slavery Navigator. The social worker has supported a number of young people and adults to move out of the area for fear of repercussions due to gang violence; She has supported other young people at risk of exploitation to prevent this and provide disruption techniques; she has supported a gentleman to be rehoused within the area and to attend a residential rehab programme to promote a sustainable change in his life.

The completion of the policy around Hoarding and the workforce development programme.

Southend Borough Council is working collaboratively with Essex Partnership University NHS Foundation Trust, South Essex Homes and Essex Fire and Rescue Services as well as a range of partner organisations to proactively support adults who hoard. A strategic hoarding panel was established in early 2020. The Panel was planning multi-agency workshop to explore interventions to support people who hoard had confirmed attendance for 85 people was scheduled the week of the lockdown. It has been rescheduled for June 2020.



Protecting and serving Essex

- Essex Police have 100% police participation in strategy meetings.
- Essex Police have greatly improved sharing of information between partner agencies.
- Essex Police have enabled Child Abuse Investigation Team investigators to concentrate on the most serious and significant child protection investigations by retaining ownership of non-crime and low-level criminal investigations.
 - Significant convictions for child sexual abuse offenders, in particular some notable interfamilial abusers.
 - Providing training to officers in the form of CPD by survivors of interfamilial sexual abuse offences.
 - Creation of the team which will investigate organised child sexual abuse gangs.

‘Street-Weeks’ Proactive multi-agency Safeguarding Engagements

(Deployments current delayed due to Pandemic).

This proactive community engagement model has been endorsed by the 2 SET Adult Safeguarding Boards and Southend Safeguarding Partnership who support/would welcome deployments in their respective areas. The last one was completed in Basildon District at the end of 2019. It’s organised by the Essex Police Central Referral Unit (in conjunction with the District Community Policing Team) who manage and coordinate the partnership joint-deployments, complete the research for proactive engagements and coordinate the returns in terms of the activity undertaken. The next was plotted for mid-March 2020 in Grays but has been delayed for obvious

reasons. (There’s been 11 Street-Weeks completed in Essex so far, all received excellent feedback around partnership community focus/keeping people safe. Predominately ‘Street-Weeks’ are proactive engagements covering safeguarding awareness, hidden harm and vulnerability. Once the pandemic lock-down is resolved, Southend District will follow the Grays’ deployment at the end of 2020.

Operation Enforce

Operation Enforce Proactively develops intelligence shared at the Multiagency Risk Assessment Conference (MARAC) about any high risk Domestic Abuse (DA) perpetrator. We develop the intelligence and task our proactive DA teams across the force to target those offenders. Information from the MARAC can easily be placed into two categories. Firstly the suspect is wanted and information points to his/her whereabouts. Secondly, information suggests that the suspect is involved in any other criminal activity outside of DA offending, giving the police an opportunity to target the offender as an ‘Achilles-heel’ tactic. Both should result in the arrest and prosecution of the offender (disruption of their relationship) so as to provide further safeguarding to the victim (breaking the cycle). Since October there have been 37 referrals from the MARAC. 17 have been developed for tasking to proactive teams, 10 have been arrested. 8 of those arrested were wanted at the time of MARAC. 2 of those arrested were arrested on further DA offences and not directly linked to the intelligence provided. What works well is our ability to take a fresh look at those wanted and what actions have been done to locate them. Concerns from the MARAC that someone is either outstanding and the victim is growing concerned can prompt a request to proactive teams to prioritise tracking the suspects down. Whilst this will not always bring about an arrest it no doubt goes to provide some reassurance to those vulnerable victims and enhances safeguarding.



Operation Consider

First force-wide training session (flex training - Webinar) completed 19/2/2020. Further sessions are currently delayed due to pandemic situation. Domestic Violence Protection Notices (DVPN's) and Court issued Domestic Violence Protection Orders (DVPO's) allow officers to act fast to protect victims following an incident. A DVPO can be put in place as an urgent interim measure to help safeguard victims when we have concerns about their welfare. This power is being actively used by Essex Police under Operation Consider, and gives officers the power to protect victims of DA even when they are reluctant or too scared to come forward as a victim. It gives everyone breathing space to consider their options and enables us to offer them the most appropriate support for the future. Domestic abuse cases are rarely straightforward and, even though victims call us for support, they often don't want to press charges. We welcome these prison sentences which are a good example of how DVPO's can be used to prevent serious offences, affording victims protection from abuse from the threat or use of violence, and protect victims from repeat offending. An increase in the use of this power has already been evident in Essex since the launch of Operation Consider in February 2020 and we will continue to ensure first responding police officers 'consider' every possible option without having to rely on third parties to progress a case'. 'These cases demonstrate very clearly that Domestic Abuse will not be tolerated in our county and that we will take firm action to ensure that perpetrators abide by the terms of DVPN's and DVPOs'.



Safeguarding Children, Young People and Adults at Risk in the NHS: Safeguarding Accountability and Assurance Framework (SAAF) sets out clearly the safeguarding roles and responsibilities of all individuals working in providers of NHS funded care settings and NHS commissioning organisations. Fundamentally, it is the responsibility of the CCG to ensure that the principles and duties of safeguarding children, (including those who are looked after) and adults are holistically, consistently and conscientiously at the heart of what we do. Safeguarding adults and children is an overarching principle of the CCG Quality Strategy, and as such, the protection of vulnerable children and adults from abuse and neglect is integral to delivering health and wellbeing, and a core component of all commissioning functions.

The safeguarding agenda nationally and locally remains complex. Nonetheless, during 2019/20 the CCGs, as one of the three statutory partners, has contributed to the formation of the new child safeguarding partnership arrangements and across this fast-changing landscape, and has continued to champion and influence the protection of our most vulnerable children and adults both at a strategic and a frontline practice level across the health economy and the wider system partners.

Highlighted areas for 2019/20:

- The Chief Nurse led the Health Executive Forum which brings together all the health agency executive safeguarding children/adult leads from across Essex. Active participation in local, regional and national safeguarding networks.
- Strengthening the good working relationships with health services and partners to foster a culture of openness and transparency and worked in partnership to improve and build on responses in safeguarding.

- strengthening safeguarding arrangements in primary care through the delivery of relevant safeguarding training at level 3, the provisions of bespoke safeguarding lunch and learn sessions and primary care safeguarding forums.
- Influencing the commissioning and contractual process in relation to providers safeguarding arrangements.
- Holding providers and senior leaders to account where there have been risks identified across the system through the SAAF in order to assure quality safeguarding systems and practice.
- Supporting all strategic partnerships to deliver multi agency action plans to respond to Contextual Safeguarding to increase identification, the management of risks, and the development of protective responses for those children and vulnerable adults at risk of criminal and sexual exploitation.
- Relaunching the SET Domestic Abuse Health Sub Group and raised awareness of domestic abuse and violence across Primary Care via safeguarding forums and mobile platforms. Bringing together health commissioning and provider services to develop initiatives to improve the recognition and response to domestic abuse.
- Successfully bid to NHSE for monies to deliver conferences relating to the specific needs of unaccompanied asylum-seeking children and young people.
- Supporting strategic PREVENT delivery plans, driving forward awareness and WRAP training compliance. Supporting information sharing with Channel Panels to assess and safeguard those vulnerable to radicalisation.
- Having strategic oversight of the Emotional Wellbeing and Mental Health Services for Children and Young People to ensure effective arrangements for the delivery of the service and support the agenda to reduce self-harm and prevent suicide.

To future-proof arrangements consideration needs to be given to the delivery of safeguarding statutory functions within the new commissioning framework as the NHS commissioning and provider organisations evolve. A collective clear vision must be underpinned by the need to maintain the principle of paramountcy of the needs of children and the fundamental principles of safeguarding adults and personalised care in all areas of healthcare.

Safeguarding Priorities for 2020/21 include:

- Commissioning (alongside other CCGs) an Essex wide independent review of safeguarding arrangements to ensure that going forward:
 - The safeguarding model for health is relevant, robust and fit for purpose
 - Health strategic leadership and clinical expertise is integral within SET multi agency safeguarding arrangements for adults and children
 - The Health contribution to the safeguarding agenda is evidence based and focused on impact and outcomes.
 - Work with CCG/PCNs/ MESTP to ensure safeguarding of children and adults is integral to all systems and individual responsibilities are clearly understood
 - Oversight of the implementation of the Intercollegiate Document requirements for safeguarding adults across all local health care providers.
 - Continuing to embed the principles of the Mental Capacity Act and forward plan for the implementation of the new Safeguarding Liberty Protections in practice for all young people aged 16/17 years and adults living in the community in receipt of NHS Funded Care Services
 - Creating and supporting a culture of learning and quality practice through training and through audit of the embedding of lessons learnt from safeguarding reviews for both children and adults.
 - Engaging with initiatives on improving statutory timescales within the initial health assessment requirement to improve the health outcomes for children looked after and care leavers.
 - Focusing on improving Care Leavers health outcomes and ensuring that transition into adult services is robust.
 - The full safeguarding children/adult annual report was submitted to the QFP on the 12th September 2019.
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CABINET

Tuesday, 28th July, 2020

COUNCIL PROCEDURE RULE 46

The following action taken in accordance with Council Procedure Rule 46 is reported. In consultation with the appropriate Cabinet Member(s):-

1. The Director of Public Health authorised

1.1 Mitigation against and management of local outbreaks of COVID-19 Southend-on-Sea Test and Trace Service.

The entering into an agreement with Essex County Council (ECC) to “share in a “Test & Trace” service to be provided by Provide CIC. ECC will take the lead in administering the service which will include a dedicated call handling service as well as more specialist staff with skills in contact tracing investigations.

The costs to the Council will be as follows:

- (a) twelve months funding of £270,000 (Two Hundred and Seventy Thousand pounds) plus VAT.
- (b) There may be further funds requested by ECC to deliver the service in the first 12 months that will be considered at the time and the Agreement captures this. This will be limited to 15o/o of the total cost that ECC has to pay CIC Provide. This may be required if the additional call handlers or specialist staff are required in order for the service to meet demand. This funding will be evidenced by ECC and not exceed the total Grant (inclusive of those monies at 2 (c) below.)
- (c) £11,7A0. (Eleven Thousand seven hundred pounds) towards the costs of ECC employing three Consultants in Communicable Disease Control.
- (d) The Agreement can be extended for a further 12 months and the costs of doing so agreed at the time with ECC.

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